



## Reference Check Release Form

I, \_\_\_\_\_, authorize \_\_\_\_\_ (the Company) to contact any organization or individual that I have listed on my employment application or resume or mentioned in job interviews and obtain from them any relevant information about my job qualifications, including my experience, skills, and abilities. I understand that I am consenting to the release of any reference-related information about me held or known by my former employers, supervisors, and co-workers. In addition, I consent to the release of any information about my education, experience, abilities, or work-related characteristics or traits held or known by other organizations or individuals, including schools and educational institutions, professional or business associates, and friends and acquaintances that the Company might contact in the course of conducting a reference check or background investigation of my suitability for employment.

I understand and acknowledge that this release of information can involve my qualifications, performance, credentials, or other characteristics or factors affecting my suitability for employment with the Company.

Specifically, I am authorizing the release of any information about my performance, experience, capability, attitude, or other work-related characteristics that currently are in the possession of the following organizations or their managers or representatives:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

In exchange the Company's consideration of my employment application, I agree not to file or pursue any complaints, claims, or legal actions of any kind against any organization or individual that provides work-related information about me to the Company or its agents in accordance with the terms and intent of this release. I also agree not to file or pursue any complaints, claims, or legal actions against the Company or any of its employees, representatives, or agents arising out of their efforts to obtain work-related information about me.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_/\_\_\_\_/\_\_\_\_  
**Date**