

Reference Release Form

As part of the LTC Application Process, please provide a minimum of two work-related references. Please complete the table provided below and return to LTC with your Application. Please note:

- Only work-related references will be accepted; these include individuals who are/were responsible for the work you performed (e.g. Supervisor, Manager, Dispatcher, Owner, etc...). Co-Workers, friends, colleagues will not be accepted as reference providers.
- Accepted reference providers will be willing to verify your employment and be able to answer questions about your work performance while employed under their supervision.

Please review and sign the following:

I authorize LTC to conduct reference checks on me utilizing my former employers, colleagues, clients, subordinates or others as deemed necessary by LTC as reference providers. I confirm that I have advised the persons I have nominated below and that I have provided their names and contact details to LTC for their purposes of seeking a reference.

Date:	
Signature:	
Printed Name:	

Work References:

	Reference #1	Reference #2
Name		
Title		
Company		
Phone		
E-Mail		
Best time of day to contact		