

Three or More Written Character References Required

As an applicant for employment at Jam Hops, it is your responsibility to supply three or more character references, which **must be on file before the hiring process can be completed.**

Seek your references from the following:

1. Former/Current Supervisors
2. Teachers/School Administrators/Coaches
3. Clergy
4. Community/Business Leaders
5. People for whom you baby-sit

Please return references (next page) to Jam Hops by one of the following methods:

1. Mail to: Jam Hops – 1460 133rd Lane NE Ham Lake, MN 55304
2. Email: customerservice@jamhops.com
3. Fax: 763-413-0920
4. Hand deliver to the address above

Jam Hops Employment Reference

This letter is in reference to _____, who recently applied for employment at Jam Hops.

Jam Hops employees work with and around children, often in an unsupervised environment. Therefore, in order to be considered for employment at Jam Hops, all applicants are required to supply at least three written character references to help our company accurately assess each applicant's suitability for employment. Please complete and return this form. Time is of the essence as the employment process cannot be completed until all reference letters are reviewed. Confidentiality is assured. Thank you for your assistance!

1. How long have you known the applicant?

2. What is your association/relationship with the applicant? _____

3. Do you have any reason to suspect that the applicant is not suited to work with or around children of any age in an unsupervised environment? **YES NO**
***If yes, please explain**

4. To the best of your knowledge, has the applicant ever been fired/dismissed/terminated or been asked to resign from a position because of failure to carry out responsibility? **YES NO**

5. Please summarize your opinion of this applicant's character; in particular their suitability to work with or around children. Feel free to use the back of this sheet.

Signature

Date

Name(print): _____

Address: _____

Phone: _____ Email: _____