

# Authorization To Check References

Full Name: \_\_\_\_\_

(Please include your full middle name for exact identification purposes)

Goes by: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Social Security # \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Position being applied for: \_\_\_\_\_

I authorize Ardent Search Company to contact the references listed below as part of checking my background regarding my candidacy for a search assignment. Unless indicated below, the recruiter will not contact other parties.

All reference information will be treated confidentially and shared only with our client.

Please check here if we are free to contact other references that we may develop.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Please provide business references who know you well who have been superiors, peers and subordinates. If possible, we would like at least three references with whom you have worked in each category. Please, no references which are solely personal in nature.

	CONTACT PERSON	RELATIONSHIP	COMPANY	PHONE # & EMAIL
SUPERIORS				(W) Email (H)
				(W) Email (H)
				(W) Email (H)
				(W) Email (H)
PEERS				(W) Email (H)
				(W) Email (H)
				(W) Email (H)
				(W) Email (H)
SUBORDINATES				(W) Email (H)
				(W) Email (H)
				(W) Email (H)