<table>
<thead>
<tr>
<th>CHECK TYPE</th>
<th>CHECK KIND</th>
<th>RELATIONSHIP OF REFERENT TO APPLICANT</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Telephonic</td>
<td>☐ Employment History</td>
<td>☐ Supervisor/Mgr</td>
</tr>
<tr>
<td>☐ Verbal</td>
<td>☐ Character</td>
<td>☐ Acquaintance</td>
</tr>
<tr>
<td>☐ Other [(Explain)]</td>
<td>☐ Other [(Explain)]</td>
<td>☐ Other [(Explain)]</td>
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FOR MULTIPLE JOBS WITH A SINGLE EMPLOYER, USE REVERSE SIDE.

<table>
<thead>
<tr>
<th>BEGINNING DATE</th>
<th>BEGINNING SALARY</th>
<th>TYPE OF WORK PERFORMED [(if no title, describe duties.)]</th>
<th>ENDING DATE</th>
<th>ENDING SALARY</th>
<th>EMPLOYMENT TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ N/A</td>
<td>☐ N/A</td>
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<td>☐ N/A</td>
<td>☐ Full-time</td>
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<thead>
<tr>
<th>REASON FOR LEAVING</th>
<th>ELIGIBLE FOR REHIRE</th>
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<tbody>
<tr>
<td>☐ N/A</td>
<td>☐ Yes ☐ No ☐ N/A</td>
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</table>

☐ Policy prohibits telephone reference checks ☐ Policy allows only confirmation of known data

COMMENTS, NOTES [(Explain any OTHERS marked above.)]

PERSON COMPLETING CHECK (Signature & Printed Name) | TITLE | DATE

NOTE Letters of reference submitted by or on behalf of applicant must be verified. Complete a separate LOG for each such reference.
<table>
<thead>
<tr>
<th>JOB</th>
<th>BEGINNING DATE</th>
<th>BEGINNING SALARY</th>
<th>TYPE OF WORK PERFORMED (If no title, describe duties.)</th>
<th>ENDING DATE</th>
<th>ENDING SALARY</th>
<th>REASON FOR CHANGING JOB</th>
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