

Your List of References

Name: _____

Date: _____

You can also request letters of recommendation from your references. This is helpful if you send out numerous resumes or need letters of recommendation for college applications.

Reference Worksheet

Reference #1

Name & position held: _____

Company name & address: _____

Phone numbers: _____

My relationship with this person: _____

Reference #2

Name & position held: _____

Company name & address: _____

Phone numbers: _____

My relationship with this person: _____

Reference #3

Name & position held: _____

Company name & address: _____

Phone numbers: _____

My relationship with this person: _____