



### VOLUNTEER REFERENCE CHECK FORM

PROSPECTIVE VOLUNTEER	DATE
REFERENCE NAME	PHONE #
REFERENCE ADDRESS	EMAIL

1. What is your relationship to the applicant and how long have you known them?

---

2. Would you consider them reliable and committed? Give examples if possible.

---

3. What are the applicant's strengths and weaknesses in regards to working with animals?

---

4. Are you able to comment on how the applicant handles confidential information or positions of trust?

---

5. Do they work well on a team? Give examples if possible.

---

6. Is there anything you feel we should be aware of in accepting the applicant for a volunteer position with the City of Oshawa?

---

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

Thank you very much for your time and comments.  
Please mail, scan and email or fax this form back at your earliest convenience to: Kathy Noordman  
919 Farewell Street, Oshawa, ON, L1H 6N8 [knoordman@oshawa.ca](mailto:knoordman@oshawa.ca) fax:905-436-5460