

Volunteer Reference Form



Form return address incl. Group name	
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Reference being sought for:

The person named above has expressed an interest in being a volunteer and has given your name as a referee. If you are happy to complete this reference, any information will be treated with due confidentiality and in accordance with relevant legislation and guidance and will only be shared with the person conducting the assessment of a candidate's suitability for a post. We would appreciate your being candid, open and honest in your evaluation of this person.

Your details	
Full name	
Contact details	
Relationship to the applicant	
How long have you known the applicant?	

Please rate this person on the following (ticking only one box per statement)				
	Poor	Fair	Good	Excellent
Communication skills				
Responsibility				
Trustworthy				
Integrity				
Reliability				
Time-keeping				
Self-motivation				

In their volunteering role the applicant may be involved with people who may be considered a vulnerable adult/child. Please can you confirm if you are satisfied applicant is suitable to work with vulnerable adults or children, or detail any that you have?

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Are you aware of any reason why this person would not be suitable for a volunteering role? Yes No

Are there any further comments you would like to make regarding this application?

Declaration	
I confirm that the details I have given are accurate and true to the best of my knowledge.	
Name	
Signature	
Date	