

**REFERENCE REQUEST AND EMPLOYEE AUTHORIZATION**

I request \_\_\_\_\_ to serve as a reference for me for the purpose of obtaining employment.

The reference may be given in the following form(s): *(check one or both spaces)*

\_\_\_\_\_ written      \_\_\_\_\_ oral

I authorize the above person to release information and provide an evaluation about any and all aspects of my job performance at the University of Minnesota to the following:  
*(check all applicable spaces)*

\_\_\_\_\_ all prospective employers  
\_\_\_\_\_ specific employers *(list below)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This authorization to provide references is valid for one year from the date of my signature below, unless I specify an earlier ending date as follows:

Ending date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date