Professional Reference Form

A letter of reference that incorporates the information requested herein is acceptable in lieu of this form. Self-employed applicants use a professional reference in lieu of a supervisor.

Applicant Last Name          First Name          Middle Initial or Name

Home Mailing Address: __________________________________________________________

City: __________________________ State: _______ Zip Code: _______

Job Title: ______________________ From: __________ To: __________

Employing Organization: ______________________________________________________

Work Mailing Address: ________________________________________________________

City: __________________________ State: _______ Zip Code: _______

Supervisor Name: __________________________ Title: __________________________

Supervisor Email Address: ____________________________________________________

Supervisor Phone: _______________    Supervisor Fax: _______________________

I, ___________________________ (supervisor), certify that I have supervised / employed the above listed applicant. I know of my own knowledge, that said person was employed as indicated and that regular responsibilities included floodplain management and other duties pertaining to the National Flood Insurance Program (NFIP).

Briefly describe job responsibilities of the applicant. Please note if other than full time.

________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Please check the type of establishment in which the work is / was performed:

_____ City Government          _____ Private
_____ County Government       _____ Academia
_____ State Agency            _____ Other: _______________________
_____ Federal Agency

_________________________________________  __________________________
Date                                      Name of Supervisor (signature)