Milton Public Library
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Volunteer Application—Referee Form

Please note: Family members may not act as referees. Acceptable referees include but are not limited to: teachers, instructors, coaches, family friends, neighbours, employers…etc.

Dear Referee,

The applicant named on this form has applied to be a volunteer with Milton Public Library's Computer Savvy Seniors Program where seniors support staff in the facilitation of teaching technology skills to other seniors. The library screens volunteers by asking for written references. Your responses are confidential. Please complete this form, seal it in the envelope provided by the applicant, sign it across the flap of the sealed envelope and return it to the applicant. Please note that Milton Public Library may contact you to confirm the information provided in this form. Thank you for your assistance and for taking the time to complete this form.

Volunteer Applicant: _____

Referee: _____ _____
Name (Please Print) Signature

Contact Number: _____ Date: _____

What is your relationship to the volunteer applicant? _____
How long have you known the applicant? _____

On a scale to 1 to 5, please indicate how the following personal characteristics apply to this applicant. Please circle the appropriate number, where 1 = not and 5 = very.

Dependability	1	2	3	4	5	Unknown
Ability to work independently	1	2	3	4	5	Unknown
Patience	1	2	3	4	5	Unknown
Ability to relate to others	1	2	3	4	5	Unknown
Sense of responsibility	1	2	3	4	5	Unknown

Please make any additional comments regarding this applicant that you feel may be helpful. Please attach additional comments on a separate page. _____

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The Personal information on this form is collected under the authority of the Public Libraries Act and the Municipal Freedom of Information and Protection of Privacy Act. This information will only be used for the proper administration of the library and the provision of library services and programs by Milton Public Library. Questions related to the collection of this personal information should be directed to the Deputy Chief Librarian, Milton Public Library, 1010 Main Street East, Milton, L9T 6H7.