

Sample: Telephone Reference Checklist

Name of applicant _____

Name of reference _____

Date _____ Telephone _____

This is _____ I'm with pack/troop/crew _____ of the Boy Scouts of America.
your name *number*

_____ has made application to serve as a volunteer leader in Scouting and
applicant's name
has given us your name as a character reference. We have been given written authorization to contact you.
It will only take a few minutes. Could you please answer the following questions to the best of your ability?

1. How long have you known the applicant? _____
years / months
2. In what capacity have you been affiliated with the applicant? _____
friend / relative / business
3. What do you think of the applicant? _____
leader/follower/good with paperwork/fond outdoor activities
4. What are the applicant's outstanding strong points? _____

5. Does the applicant have any difficulty in getting along with others? _____
cooperative / personable / loner
6. Do you know of any problem the applicant has that would affect the leadership of youth? _____
drug / alcohol / child abuse / immaturity
7. Would you entrust the care of your child to the applicant? _____

Reference checked by: Name _____

Phone _____