

**Note: Form for procedure
Recommendation: Accept as written.**

Soda Springs School District 150

**APPLICANT'S
RELEASE AND AUTHORIZATION¹**

Full Name: _____

I, _____, hereby authorize my prior/current employer _____ to release job reference information, including the dates of employment, job duties, and quality of my performance to a representative of the _____ School District who request the information for hiring purposes. I further authorize the _____ School District to contact my prior/current employer for the job-related information.

I understand that by signing this release, I am waiving my right to keep this information confidential. I certify that my consent for the release of this information is entirely voluntary. I release my current and past employers and employees acting on behalf of that employer, from any liability for providing the information set forth above, or for discussing my job performance with representatives of the _____ School District. I certify that I understand this consent to release can be revoked by me at any time in writing but will not be effective for materials already released under it.

Signature

Date

¹ This release should be utilized with those applicants with no prior public school work experience, or whose out-of-state employer fails or refuses to cooperate with the request for documents. A copy of the signed release should be provided to those individuals identified as references for an applicant.