

LETTER OF REFERENCE FORM

(PLEASE TYPE OR PRINT)

**AWARDS DIVISION
CANADIAN ROOFING CONTRACTORS' ASSOCIATION (CRCA)
2430 Don Reid Drive, Suite 100
Ottawa, ON K1H 1E1**

INSTRUCTION TO APPLICANTS

Send one form to each of your referees asking them to provide the statement requested. Unless they are quite familiar with your study plans, you should use the space below to outline the program of work you have described in your application. You should also fill in the relevant information on the top of the reverse side of this sheet.

NOTE TO REFEREES

(Please use space provided on reverse side)

The members of the Selection Committee rely to a considerable extent upon the recommendations of referees. In addition to learning the length of time and the capacity in which you have known the applicant, they are particularly interested in having your opinion concerning his/her ability to undertake the proposed program of work.

Please send statement directly to the above address to arrive no later than October 9th. Your comments will be treated as confidential and will not be shown to the applicant.

STATEMENT OF APPLICANT

Name of Applicant: _____

Signature of Applicant: _____

Address: _____

Date: _____

LETTER OF REFERENCE FORM

NAME OF AWARD: **JACQUES CHEVALIER SCHOLARSHIP AWARD**

Name of Applicant: _____

Field of study: _____

1. In what capacity have you known the above named student? (i.e. teacher, employer)

For how many years/months? _____

STATEMENT BY REFEREE

Date: _____

Name of Referee: _____

(Title or occupation)

Address: _____

Signature: _____