

Sample Reference List

Applicant name Applicant address 650-222-3388 name@gmail.com

Reference List

Ms. Tiffany Gate
Teacher
Jefferson High School
6996 Mission Street, Daly City CA 94014
650-555-1234
tgate@jUSD.org

Mr. Ben Franklin
Jefferson High School
School Resource Counselor
6996 Mission Street, Daly City, CA 94014
650-555-1230
bfranklin@jUSD.org

Ms. Becky Sumner
Jobs For Youth
Program Counselor
271 92nd Street, Daly City, CA 94014
650-301-8400
E-Mail: bsumner@jfy.org

Decide who you would use as a reference then you must ask if you can use them as a reference.