



Inland Empire Gymnastics Academy

263 W. Orange Show Lane. • San Bernardino, CA 92408
(909) 383-6655 • (909) 383-6650 FAX • inlandempiregymnastics@gmail.com

This letter is in reference to _____, is applying for employment at Inland Empire Gymnastics Academy.

Inland Empire Gymnastics Academy (IEGA) employees work with and around children, often in an unsupervised environment. Therefore, in order to be considered for employment at the Inland Empire Gymnastics Academy, all applicants are required to supply **three written character references** to help us accurately assess each applicant's suitability for employment. You are requested to please complete and return this form as soon as possible to IEGA via mail, fax or email. Please see above for contact information. Time is of the essence and your **confidentiality is assured**.

Thank you for your thoughtful assistance,

Katie Willis, Owner

1. How long have you known the applicant? _____
2. Describe your association/relationship with the applicant. (coworker, friend, relative, former employer, professor/teacher, etc.)
3. Do you have any reason to suspect that the applicant is not suited to work with or around children of any age in an unsupervised environment? **YES** _____ **NO** _____
If yes, please explain:
4. To the best of your knowledge, has this person ever been convicted of or plead guilty to child abuse or any violent crimes, or had a child removed from their home. **YES** _____ **NO** _____
5. To the best of your knowledge, has the applicant ever been dismissed or been asked to resign from a position because of failure to carry out responsibilities? **YES** _____ **NO** _____
6. Please summarize your opinion of this applicant's character, in particular their suitability to work with or around children. Continue on the reverse side if necessary.

Name (print): _____

Signature: _____ Date: _____

Address: _____

Phone: _____ Email: _____