



**Society of St. Vincent de Paul  
Toronto Central Council  
Reference Form**

Your name: \_\_\_\_\_

Person for whom you are providing a reference: \_\_\_\_\_

Your relationship to person: \_\_\_\_\_

How long have you known the person? \_\_\_\_\_

How would you describe the person's suitability for this type of volunteer service?

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What would you identify as the person's strengths? \_\_\_\_\_

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What would you identify as the person's relevant shortcomings? \_\_\_\_\_

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Which aspect of your work or relationship with the person gives you the clearest indication of the person's suitability for this service? \_\_\_\_\_

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Please rate the person on each of the following traits/characteristics.

Trait/characteristic	Very much			Very little	
	1	2	3	4	I don't know
Dependable	—	—	—	—	—
Trustworthy	—	—	—	—	—
Honest	—	—	—	—	—
Respects others	—	—	—	—	—
Tolerant of diversity	—	—	—	—	—
Sensitive to those in need	—	—	—	—	—
Committed	—	—	—	—	—
Respects confidentiality	—	—	—	—	—
Good listener	—	—	—	—	—
Respects the elderly	—	—	—	—	—
Emotionally stable	—	—	—	—	—
Other _____	—	—	—	—	—

Would you have any hesitation in recommending this person for this type of volunteer service? \_\_\_\_\_

\_\_\_\_\_

Any further comments? \_\_\_\_\_

\_\_\_\_\_

Reference's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return to:** \_\_\_\_\_

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\_\_\_\_\_