



ARCHDIOCESE OF BALTIMORE
REFERENCE CHECK FOR VOLUNTEERS
Division of Human Resource Services

Written Reference

You may also wish to ask for written references. The following format is suggested:

(Volunteer's name) has applied to serve as (role) at (name of parish/school).

The Archdiocese of Baltimore and (name of parish/school) have a strong commitment to supporting healthy ministry to children and youth. For this reason it is our policy to ask certain questions of all applicants for employment and volunteer work, and of the people whose names are provided as reference. Please check the appropriate response to the following questions.

1. To your knowledge, has the applicant ever been accused of, charged with, or convicted of child abuse?
 Yes No
2. To your knowledge, has the applicant ever been terminated from any volunteer service or employment due to suspected child abuse? Yes No
3. Are you aware of any reason why the applicant should not be placed in a position where he/she will be working with children and youth? Yes No
4. To your knowledge, is there any reason why applicant should not serve as a volunteer at (name of parish/school). Yes No

If yes, please explain: _____

This reference must be signed and dated.

 Name Relationship to Volunteer: Date

Please return to:
 Parish/School Name
 Parish/School
 Address