



Name of Applicant  
Name of Reference

Date of check  
Reference phone number

### Personal Reference Check

“Hi, my name is \_\_\_\_\_ and I am a volunteer with Beaver Creek Farm Sanctuary. I understand that (applicant’s name) is a friend of yours and I am calling to ask a few questions about them. Did they let you know that I'd be calling? (that lets them know you are not trying to do anything behind anyone's back). Is this a good time to talk? (You need their full attention)”

1. How long have you known the applicant?
2. Do you know the applicant through work or as a family friend?
3. Does s/he have current pets?
4. If so, are the pets treated as family members?
5. Where are they housed? Yard \_\_\_\_\_ Run \_\_\_\_\_ Tied \_\_\_\_\_ House \_\_\_\_\_ Outside \_\_\_\_\_
6. Does the applicant have a fenced yard? Please describe it.
7. Do you know if the applicant crates the pets?
8. Are the pets spayed/neutered?
9. What is your opinion of the applicant as a pet owner?
10. Would you be comfortable leaving your pet with the applicant for an extended period of time?

End the interview by asking if they have any particular reservations or general comments about the applicant.

Date:

Name of Person Conducting this Reference Check:

Phone Number & Email Address: