**Reference Request**

Please complete this form in full and return it by email to the Volunteer Support Team at [volunteersupport@msssociety.org.uk](mailto:volunteersupport@msssociety.org.uk). The form will only be seen by the Volunteer Support Team, and not discussed with the applicant.

|  |  |
| --- | --- |
| Your Details | |
| **Your full name** |  |
| **Your contact details** |  |

|  |  |
| --- | --- |
| **Relationship to applicant** |  |
| **How long have you known the applicant?** |  |

|  |  |
| --- | --- |
| Applicant Details |  |
| **Applicant name** |  |
| **Applicant role** |  |
| **Organisation name** | Multiple Sclerosis Society |
| **MSS Group or Branch** |  |

**Evaluation of Applicant’s character**

(Please tick the appropriate boxes)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Very Good | Good | Average | Poor | Very Poor |
| **Integrity** |  |  |  |  |  |
| **Initiative** |  |  |  |  |  |
| **Relationships with others** |  |  |  |  |  |
| **Flexibility** |  |  |  |  |  |
| **Honesty** |  |  |  |  |  |
| **Time-keeping** |  |  |  |  |  |

In their volunteering role the applicant may be involved with people who may be considered a vulnerable adult. Please can you confirm if you are satisfied the applicant is suitable to work with vulnerable adults, or detail any concerns that you have?

Are you aware of any reason why this person would not be suitable for a volunteering role?

YES  NO

Are there any further comments you would like to make regarding this application?

**Declaration**

I confirm that the details I have given are accurate and true to the best of my knowledge.

|  |  |
| --- | --- |
| **Name** |  |
| **Signature** |  |
| **Date** |  |