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CHARACTER REFERENCE LETTER

Please complete all of the information below.

Date of request: _____

Name: _____

Address: _____

How long have you lived at your present address?

Telephone Number: _____

Sex: ___Male ___Female

Date of birth: _____

Social security number: _____

Reason character reference letter is requested: _____

Request is to be: _____picked up _____mailed

Please do not write below this line

Records Result:	Approved by D.B. :	Date Completed:	Letter P/U or Mailed on: