Reference Letter Form

This form may be given to your references to complete and send back to you for submission along with your ASA membership application. This form will suffice as a written reference letter (three written reference letters are required when submitting an ASA membership application for approval).

Date:

To:

Subject: Reference Letter for _____

_____ is applying for membership in the American Society of Appraisers. As part of the application process, ASA needs written business references. Please complete the following form and return it to _____ at the following address:_____.

Thank you for your time.

1. Would you consider the applicant to be a person of good character?
   YES NO

2. How many years have you known the applicant?
   _____ years

3. Have you worked with the applicant in a business capacity?
   YES NO
   If yes, how so?

4. To the best of your knowledge, is the applicant a financially responsible person (you may not have personal knowledge of their financial situation, the question is of a general nature)
   YES NO

5. Is the applicant presently engaged in the field of appraising
   YES NO

6. Please provide a number and e-mail where ASA can reach you.

   Phone: _____ E-Mail Address: _____

Please share any additional comments you feel would help the applicant's membership approval (use the back of this sheet for more room (if necessary):

Signature:_____ Date:_____

Name (please print full name): _____