

Reference Report - Notice to Decline

A: APPLICANT DETAILS

Name of Applicant : _____

B: RESPONSE FROM REFEREE

From:

Thank you for contacting me with respect to providing a reference for the above-named applicant.

However, having considered your request I regret to inform you that I am unwilling to act in this matter.

Name: _____ Signature: _____ Date: _____

REASONS (optional):

PLEASE RETURN THIS NOTICE TO:

THANK YOU FOR YOUR CO-OPERATION