

REFERENCE LETTER

PLEASE NOTE: THREE (3) REFERENCE LETTERS ARE REQUIRED

Confirmation of Experience of: _____

Your name has been given by the above-mentioned applicant as a reference in confirmation of his/her professional management experience and/or academic qualification.

The application in question is for the title and designation of "Chartered Manager C.Mgr." in recognition of academic qualification, managerial competency and the application of ethical management. This designation is granted by the Canadian Institute of Management, in accordance with established criteria.

We would appreciate if you would supply the information indicated below and return it to the applicant at your earliest convenience.

NAME OF REFERENCE	PROFESSIONAL TITLE
ORGANIZATION NAME	TELEPHONE
BEST TIME TO CONTACT	EMAIL ADDRESS
NAME OF APPLICANT	PROFESSIONAL TITLE
ORGANIZATION NAME	

Please provide a brief description of the applicant's duties and responsibilities, research interests or academic achievements, including any additional information or achievements that are relevant. Of particular importance is the application of ethics and sound judgment in management.

Signature of Reference _____ Date _____