VERIFICATION OF EMPLOYMENT CONTACTS

All persons under the supervision of this office are required to work at a regular job, unless they are excused for schooling, training or other acceptable reasons. If you are not working, you are required to list all job contacts made during the course of one week. A minimum of 12 job contacts should be made during each week, however depending on your skills and background, many more contacts should be made.

YOUR NAME:_____ YOUR PROBATION OFFICER:_____

EMPLOYMENT CONTACTS MADE FOR THE WEEK OF _____THROUGH_____

Date of Contact	**Prospective Employer (Agency, Company or Individual) Address & Telephone Number**	**Contact Person & Title**	**Position You Applied For**	**Are They Aware of Criminal Status?**