

[Company logo]

Candidate Referral Form

Today's Date _____

Note: please refer to the Candidate Referral Program Policy

Employee Information

Employee Name:

Email address:

Department:

Phone number:

Referral Information

Candidate name:

Email address:

LinkedIn:

Position referred for:

Phone number:

Job reference code:

Availability for employment:

What is your relationship to this candidate?

Where are they currently employed?

Why do you think they will be a great employee?

For Human Resources Use Only

Date received:

Hire date:

Bonus awarded: