

Employment References

Request For Reference And Liability Release Agreement

Fresno Unified is a place where diversity is valued and educational excellence and equity are expected.

In conformity with the provisions of Board Policy 4112.61, all persons who desire a letter of reference from any employee of the Fresno Unified School District ("District"), must first complete and sign this request and liability release agreement.

By signing this form, you are agreeing to the following:

1. I understand that letters of reference reflect the personal views and/or opinions of the author. I also understand and agree that they do not reflect the views and/or opinions of the District.
2. As a result, I understand and agree that I will not hold the District legally responsible or liable for any harm or damage that I may incur as a result of or related to any statement, view, or opinion made by any employee of the District in any letter of reference.
3. If I believe, for any reason, that I have been harmed or damaged because of the views and/or opinions stated in any letter of reference, I fully understand and agree that the author is solely responsible and that the District shall have no liability whatsoever.
4. I understand that this blanket request and liability release agreement shall remain in full force and effect until I cancel it, in writing. I also understand that I need not submit a separate request for each desired letter of reference as long as I have not canceled this request and agreement.

I HAVE READ, FULLY UNDERSTAND, AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS OF THIS REQUEST AND LIABILITY RELEASE AGREEMENT. I UNDERSTAND THAT, IF I DESIRE TO CANCEL THIS REQUEST AND AGREEMENT, I WILL DO SO BY SENDING MY CANCELLATION LETTER TO:

Associate Superintendent, Division of Human Resources

Fresno Unified School District

Education Center, Tulare and M Streets

Fresno, CA 93721

Date: _____

(Print Name)

(Signature)

(Telephone Number) (Street Address)

(City/State/Zip Code)

FRESNO UNIFIED SCHOOL DISTRICT

Fresno, California

Admin reviewed: October 24, 2014