



IT'S ALL IN WHO YOU KNOW...
GREATER BURLINGTON YMCA
EMPLOYEE REFERRAL PROGRAM

The Greater Burlington YMCA has established an Employee Referral Program to encourage employees to refer qualified applicants to our organization. The YMCA will pay a lump sum cash award of \$50 (net) to an employee referring an external applicant who has been successfully hired.

In order to be eligible for a cash reward this form must be completed and signed. Current employees or previous employees are not eligible for being referred. If more than one employee submits the same referral, the earliest submitted would be eligible for the award.

Date: _____

Applicant's Name _____

Telephone Number _____

Position(s) and Department(s) to which the applicant is referred to: _____

Referred By (YMCA Employee's Name): _____

Telephone Number: _____

Department: _____

Hired By (Department Head's Signature): _____

Date of Hire: _____

Date Signed: _____

Position filled: _____

**This form must be turned in along with the
Personnel/Payroll Authorization Form.**