Reference email below:

Elizabeth,

You are receiving this communication because you were recently listed as a reference for AJ Bembry, who has submitted an application for 2017 board membership for the Chattanooga Area Chapter of the Association for Talent Development. We would appreciate if you could take a few minutes and answer the following questions:

1. How do you know this applicant?

2. Would you consider this applicant to be dependable?

3. How would you describe this applicant's ability to work on a team?

4. How would you describe this applicant's ability to work under stress?

5. If you have any additional comments please let us know.

Thank you for your time,