Job Application Reference Authorization

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I, [Your Name], hereby authorize [Company Name] to contact the references provided below for the purpose of discussing my qualifications for consideration for promotion to [desired position].

Reference List:

- [Reference Name 1] - [Reference Position] - [Reference Company] - [Reference Phone Number] - [Reference Email]
- [Reference Name 2] - [Reference Position] - [Reference Company] - [Reference Phone Number] - [Reference Email]
- [Reference Name 3] - [Reference Position] - [Reference Company] - [Reference Phone Number] - [Reference Email]

I appreciate your consideration, and I look forward to the opportunity to discuss my application further.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Typed Name]