

Applicant's Name _____

REFERENCE WAIVER FORM – SIT Applicant

(Please legibly print when completing this form.)

TO MY SELECTED REFERENCE: _____, in consideration for an evaluation by you concerning my technical abilities, performance, character and reputation, made on this form to the Texas Board of Professional Land Surveying, I hereby waive any right that I might have to pursue any cause of action against you for negative comments that you might make in your recommendation and evaluation of me in conjunction with my application for certification as a Surveyor In Training.

Check one before signing:

 I hereby subscribe to the above waiver. I do not wish to waive any of my rights.

Signature of Applicant _____

Date _____

INSTRUCTIONS TO THE APPLICANT:

You are to furnish a reference form, and copy of the relevant sections of your application, to each person listed in answer to the experience section of your application. It is also your responsibility to see that the reference forms are completed by the persons to whom they are delivered and that those persons return the reference forms to the Board. All reference forms are confidential and may not be viewed by the applicant after being completed. Reference forms must be mailed directly from the reference to the Board office after being completed. It is the responsibility of the applicant to supply their reference with an addressed and stamped envelope if need be (the address of the Board office is below).

INSTRUCTIONS TO THE PERSON GIVING THIS REFERENCE:

The applicant listed above has made application for certification as a Surveyor in Training. The Board requests that you answer the questions on this form. You are urged to furnish full and complete facts for or against the applicant so the Board may evaluate the applicant's qualifications and experience. You are welcome to leave blank any questions not pertaining to your knowledge of, or experience with, the applicant. If the space provided is not adequate, you may attach additional exhibits.

Reference Waivers must be notarized.

Please return this completed form directly to the Board office (and not to the applicant) at the following address:

THE TEXAS BOARD OF PROFESSIONAL LAND SURVEYING
12100 PARK 35 CIRCLE, BLDG A, SUITE 156, MC-230
AUSTIN, TEXAS 78753

In conjunction with the completion of this reference form, the Board calls your attention to Section 1071.504 of the Professional Land Surveying Practices Act which provides that any person giving false or forged evidence in order to assist another in obtaining a certificate of registration shall be deemed guilty of a Class B misdemeanor.

1. Your name _____

Land Surveying License # _____ State _____ Date of Registration _____

Your firm name _____

Your title _____ City/State _____

2. How long have you known the applicant? (Month/Year) From _____ To _____

3. Are you related to the applicant by blood or marriage? Yes _____ No _____

If so, how? _____

4. Have you and the applicant worked together in professional surveying? Yes _____ No _____

5. What is, or was, your business/professional relationship with the applicant? _____

6. Has the applicant been under your supervision? Yes _____ No _____
7. Is there a period of time in which you have personal knowledge of the applicant's surveying experience and capabilities and of their "responsible charge" time? Yes _____ No _____

If your answer to question 7 is "yes", please answer the following questions:

- a. What period of time? (Month/Year) From _____ To _____
 - b. State your professional opinion of the applicant's percentage of "delegated responsible charge" time in topographic surveying or construction surveying during said time period _____%.
 - c. State your professional opinion of the applicant's percentage of "delegated responsible charge" time in professional surveying during said period of time _____%.
 - d. Do you agree with the applicant's characterization of the work performed? Yes _____ No _____
If not, explain _____
 - e. Do you agree with the applicant's characterization of the extent of responsibility?
Yes _____ No _____ If not, explain _____
8. Rate the applicant's technical ability:
Poor _____ Below Average _____ Average _____ Above Average _____ Excellent _____
9. Based on your evaluation, would you hire the applicant in a position of delegated responsible charge?
Yes _____ No _____ If not, explain _____

10. If you were purchasing an expensive commercial tract of land, would you retain the applicant (if registered) to survey the tract for you? Yes _____ No _____ If not, explain _____

11. Rate the applicant's character and reputation.
Poor _____ Below Average _____ Average _____ Above Average _____ Excellent _____
12. Do you know of anything which would affect the applicant's suitability for certification as a SIT?
Yes _____ No _____ If yes, explain _____

13. Do you personally recommend the applicant for certification? Yes _____ No _____
If not, explain _____

14. To your knowledge, has the applicant ever:
- a. been suspended, censured or otherwise reprimanded or disqualified as a member of any professional or occupational group? Yes _____ No _____ If yes, explain _____

 - b. had any formal charges or complaints made concerning his conduct as a member of any professional group? Yes _____ No _____ If yes, explain _____

 - c. had any civil actions filed against him or had any judgments rendered against him?
Yes _____ No _____ If yes, explain _____

- d. had a complaint filed against him in any civil, criminal or administrative forum, alleging fraud, deceit, misrepresentation or malpractice? Yes ____ No ____ If yes, explain _____

- e. filed or had filed against him a petition in bankruptcy? Yes ____ No ____ If yes, explain _____

- f. been convicted for any violation of any law (except minor traffic violation)? Yes ____ No ____
If yes, explain _____

- g. received a discharge from the uniformed services other than an honorable discharge?
Yes ____ No ____ If yes, explain _____

- h. used any other name than that shown at the top of this form? Yes ____ No ____
If yes, explain _____

- i. been denied a business, trade or professional license (for example CPA, Real Estate Broker or RPE)? Yes ____ No ____ If yes, explain _____

- j. had a business, trade or professional license revoked? Yes ____ No ____
If yes, explain _____

State of _____ County of _____ I have read the foregoing document and have answered all questions fully and frankly. The answers are complete and are true of my own knowledge.

Signature of Person Giving Reference

Subscribed and sworn to me on the _____ day of _____

Notary Public

My commission expires _____