



## Texas Board of Professional Land Surveying

12100 Park 35 Circle, Bldg. A, Suite 156 MC-230

Austin TX 78753

(512) 239 5263 Fax (512) 239 5253

www.txls.texas.gov

### REFERENCE WAIVER FORM - SIT Applicant

**Applicants read and complete this box:**

Applicant's Name \_\_\_\_\_

You are to furnish a reference form, and copy of the relevant sections of your application, when applicable, 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).

TO MY SELECTED REFERENCE (supply name of 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 \_\_\_\_\_

#### Instruction for person of reference:

You are urged to furnish full and complete facts, regarding 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. Section 1071.504 of the Professional Land Surveying Practices Act 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. Please return this completed form directly to the Board office (and not to the applicant) at the address above.

Your name \_\_\_\_\_

Land Surveying License # \_\_\_\_\_ State \_\_\_\_\_ Date of Registration \_\_\_\_\_

Your firm name \_\_\_\_\_

Your title \_\_\_\_\_ City/State \_\_\_\_\_

Please answer the following questions to the best of your ability regarding the applicant:

1. How long have you known the applicant? (Month/Year) From \_\_\_\_\_ To \_\_\_\_\_
2. Are you related to the applicant by blood or marriage? Yes \_\_\_\_\_ No \_\_\_\_\_  
If so, how? \_\_\_\_\_
3. Have you and the applicant worked together in professional surveying? Yes \_\_\_\_\_ No \_\_\_\_\_
4. What is, or was, your business/professional relationship with the applicant? \_\_\_\_\_
5. Has the applicant been under your supervision? Yes \_\_\_\_\_ No \_\_\_\_\_
6. 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 professional surveying during said period of time \_\_\_\_\_%.
  - c. Do you agree with the applicant's characterization of the work performed? Yes \_\_\_\_\_ No \_\_\_\_\_  
If not, explain \_\_\_\_\_
  - d. Do you agree with the applicant's characterization of the extent of responsibility?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If not, explain \_\_\_\_\_
7. Rate the applicant's technical ability:  
Poor \_\_\_\_\_ Below Average \_\_\_\_\_ Average \_\_\_\_\_ Above Average \_\_\_\_\_ Excellent \_\_\_\_\_
  8. Based on your evaluation, would you hire the applicant in a position of delegated responsible charge?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If not, explain \_\_\_\_\_  
\_\_\_\_\_
  9. 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 \_\_\_\_\_  
\_\_\_\_\_
  10. Rate the applicant's character and reputation.  
Poor \_\_\_\_\_ Below Average \_\_\_\_\_ Average \_\_\_\_\_ Above Average \_\_\_\_\_ Excellent \_\_\_\_\_
  11. Do you know of anything which would affect the applicant's suitability for certification as a SIT?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, explain \_\_\_\_\_  
\_\_\_\_\_
  12. Do you personally recommend the applicant for certification? Yes \_\_\_\_\_ No \_\_\_\_\_  
If not, explain \_\_\_\_\_  
\_\_\_\_\_

13. 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/her or had any judgments rendered against him/her?  
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 \_\_\_\_\_

**Please sign the following:**

I attest, with my signature below, that all the information contain herein is factual.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date