

**APPLICATION FOR EMPLOYMENT
TOWNSEND MANAGEMENT COMPANY, LLC**

Please Print **Position Applying For:** _____

Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, or marital status, or the presence of a non-related medical condition or disability. All questions must be answered and the application signed.

Name _____

First Middle Last

Address _____

Number Street City State Zip

Phone No. (____) _____ Social Security No. _____

Have you ever applied at or worked for the Townsend Management Company LLC before? Yes No
 Dates worked here _____ Position _____

Are you 18 years or older? Yes No

In compliance with the Immigration Reform and Control Act of 1986, the Townsend hires only U.S. citizens and aliens lawfully authorized to work in the U.S.

Are you a legal citizen of the United States? Yes No
 If not, do you possess an Alien Registration Card? Yes No
 If yes, give Alien Registration Card Number: A _____

Are you available: Full Time Part Time Date available: _____

List name, position and relationship of any relative employed by the Townsend Management Company LLC

Have you ever been convicted of or pled guilty to a felony crime? Yes No
 If yes, give charge, location and date: _____

If the job requires, do you have a valid driver's license? Yes No
 DL# _____ Type _____ State _____

Have you had any moving violations in the past 5 years? Yes No
 If yes, describe _____

PERSON TO BE CONTACTED IN CASE OF EMERGENCY

Name Address City & State Phone Relationship

EDUCATIONAL BACKGROUND

Type of School Name Yrs Attended Graduated Major

High School _____

College _____

Business/Trade _____

Other _____

List below present and past employment, beginning with your most recent:

Date/Month/Year Name and address of Employer Salary/Wage Position Reason for Leaving

From _____
To _____

From _____
To _____

From _____
To _____

May we contact the employers listed above? Yes No

If not, indicate which one(s) you do not wish us to contact _____

References: Give names and telephone numbers of three persons not related to you, whom you have known at least one year.

1. _____

2. _____

3. _____

"I certify that all information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated.

I authorize the Townsend Management Company, LLC and/or its agents, to verify any of this information including, but not limited to, criminal history and motor vehicle driving records. I authorize all persons, schools, companies and law enforcement officials to release information concerning my background and hereby release all parties from all liability for any damage that may result from furnishing this information.

In consideration of my employment, I agree to conform to the company's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the company's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no company representative, other than its General Manager, and then only in writing and signed by the General Manager, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing."

Date _____ Signature _____

DO NOT WRITE BELOW THIS LINE

Hired: Date Reporting to Work: _____ Position: _____ Wage: _____

Approved by: 1. _____ 2. _____
Department Manager General Manager