

To: _____

Dear Sirs:

My employing School Board requires verification of my teaching and substitute teaching experience in your District. Please confirm the information as outlined below and return to:

The Secretary-Treasurer
School District No. 91 (Nechako Lakes)
P.O. Drawer 129
Vanderhoof, B.C.
V0J 3A0

Yours truly,

(Please Do Not Detach)

Inclusive Dates
of Employment

Percentage of Time
(if less than full-time)

_____ Month	_____ Day	_____ Year	to	_____ Month	_____ Day	_____ Year	_____
_____ Month	_____ Day	_____ Year	to	_____ Month	_____ Day	_____ Year	_____
_____ Month	_____ Day	_____ Year	to	_____ Month	_____ Day	_____ Year	_____

NOTE: Record of Substitute Teaching: Please record only periods of 20 days or more continuous service.

Name of School(s): _____

Name and Address of Employing School District:

Certified Correct: _____

Date: _____

Title: _____

Date: _____

To Whom it May Concern:

This is to verify that _____ worked in School District No. 56 (Nechako) as noted below:

<u>Inclusive Dates of Employment</u>				<u>Percentage of Time (if less than full-time)</u>		
_____	_____	_____	to	_____	_____	_____
Month	Day	Year		Month	Day	Year
_____	_____	_____	to	_____	_____	_____
Month	Day	Year		Month	Day	Year
_____	_____	_____	to	_____	_____	_____
Month	Day	Year		Month	Day	Year

NOTE: Substitute Teaching of 20 days or more continuous service is included.

Please contact this office if you have any questions.

Yours truly,

Jo-Anne Kellam
Personnel

JK:lk