

CLIENT REFERRAL FORM

Suited for Success /
Dress for Success Miami
1600 NW 3rd Avenue, Suite 111
The Culmer Center

Please fax (305-444-1099) to Suited for Success at least 3 days in advance. We will call you to set the appointment time for your client.

Ph: 305-444-1944 Fax: 305-444-1099

Thank you for referring your client to Suited For Success/Dress for Success Miami. Please fill out the form below, fax tp 305-444-1099 and we will call you to schedule an appointment for your client.

Client Name: _____

Type of Suiting: Interview Suiting (I have an interview)
 Employment Suiting (I have a job)

Please understand that clients must be on time and arrive alone to be suited. No children or visitors are allowed. If the client does not show up for the scheduled appointment and does not call us to reschedule, we will notify the case manager. No shows will not be given another appointment. Please understand that a no show takes time away from our volunteers and other clients who are waiting for appointments.

PART 1: REFERRAL INFORMATION – PLEASE FILL OUT COMPLETELY

Agency Name: _____

Agency Address: _____

Contact Name: _____ Contact Phone: _____

Contact Email: _____

PART 2: CLIENT INFORMATION

Home Address: _____ Apt #: _____

City: _____ State: _____ ZIP: _____

Home Phone: _____ Birthdate: _____

Currently using public assistance (e.g., food stamps, public housing)	Education completed:	# of Children:	Children in custodial care:	Ethnicity:	Marital status:
<input type="checkbox"/> Yes	<input type="checkbox"/> 8	<input type="checkbox"/> None	<input type="checkbox"/> Yes	<input type="checkbox"/> Af. American	<input type="checkbox"/> Single
<input type="checkbox"/> No	<input type="checkbox"/> 9	<input type="checkbox"/> 1	<input type="checkbox"/> No	<input type="checkbox"/> Asian	<input type="checkbox"/> Married
	<input type="checkbox"/> 10	<input type="checkbox"/> 2	<input type="checkbox"/> Some	<input type="checkbox"/> Latino	<input type="checkbox"/> Divorced
	<input type="checkbox"/> 11	<input type="checkbox"/> 3		<input type="checkbox"/> White	<input type="checkbox"/> Separated
	<input type="checkbox"/> 12	<input type="checkbox"/> 4		<input type="checkbox"/> Other	<input type="checkbox"/> Widower
	<input type="checkbox"/> GED	<input type="checkbox"/> 5+			
	<input type="checkbox"/> Some college				
	<input type="checkbox"/> 2 yr degree				
	<input type="checkbox"/> 4 yr degree				
	<input type="checkbox"/> Grad school				

Circle suit size: Women - 0 2 4 6 8 10 12 14 16 18 20 22 24 26 28 3X 4X-up

Men: suit size 38 39 40 41 42 43 44 46 48 50 Pants: 30 32 34 36 38 40 42 44 46 48 50

Circle shoe size: 5 5½ 6 6½ 7 7½ 8 8½ 9 9½ 10 10½ 11 11½ 12

Company: _____ Position: _____

Client Database Entry initials: _____

No-Show