

CLIENT REFERRAL FORM

For professional interview attire



Email (yoli@suitedforsuccess.org) or fax (305-444-1099) completed form **at least 3 days** before any scheduled interviews for your client. We will call you, the case manager, to set an appointment time for your client. **Please do not send your client without a confirmed appointment.**

Client Name: _____ Female Male

Type of Suiting: Interview Suiting (client has an interview)
 Employment Suiting (client has a job; proof of employment required)

Clients must **be on time** and arrive alone to be suited. Clients will be allowed one reschedule; please notify our office **before** your scheduled appointment. **No shows will not be given another appointment.** A no show takes time away from our volunteers and other clients who are waiting for appointments. For questions, contact Yoli at (305) 444-1944.

Location: 1600 NW 3rd Ave., Suite 111, Miami, FL 33136 Office phone: (305) 444-1944

PART I: REFERRAL INFORMATION (All Fields Required)

Agency Name: _____
 Agency Address: _____
 Contact Name: _____ Contact Phone: _____
 Contact Email: _____

PART 2: CLIENT INFORMATION (All Fields Required)

Home Address: _____ Apt. #: _____
 City: _____ State: _____ ZIP: _____ Birth Date: _____
 Phone: _____ Email: _____

Currently using public assistance (e.g., food stamps, public housing, etc.)? Yes No
 Education Completed: 8 9/10 11/12 GED Some college 2-yr deg 4-yr deg Grad school
 No. of Children: None 1 2 3 4 5+ Children in custodial care? Yes No Some
 Race/Ethnicity: Black/Af. American Asian Latino/a White Other
 Marital Status: Single Married Divorced Separated Widowed
 Military Status: Active Duty Veteran Reserve Family Member Branch: _____

Interview information (Required)

Company: _____ Position: _____ Interview Date: _____

Please circle

Women's suit size — 0 2 4 6 8 10 12 14 16 18 20 22 24 26 28 3X 4X+ Petite Tall
 Men's suit size — 38 40 42 44 46 48 50 S L Pants — 30 32 34 36 38 40 42 44 46 48 50
 Shoe Size — 5 5½ 6 6½ 7 7½ 8 8½ 9 9½ 10 10½ 11 11½ 12 Narrow Wide