



Please present a copy of this reference form to your pastor or the director of your mission agency. If you are a pastor or the director of a ministry we suggest you use the chairman of your board. Have them complete the following on ministry letterhead and send to ServantCARE, P.O. Box 173, Cassville, Wisconsin 53806

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Dear Pastor, Ministry Director, or Board Chairman,

You are being asked to act as a reference for [name]. They desire to be a guest at The Dwelling Place. You may learn more about our ministry at [www.servantcare.com](http://www.servantcare.com). Regarding this referral, we request you provide us with the following information on ministry letterhead:

1. What is the applicant's involvement in your church or organization?
2. Can you recommend them to us as one who qualifies and is of the utmost integrity? If so, please include a line that says, "I understand that I am acting in good faith in recommending [name] to the ministry of ServantCARE."
3. Include all the information below somewhere in the letter:
  - a. Date
  - b. Name of Ministry or Church
  - c. Your Name and Title
  - d. Phone and E-Mail Address
  - e. Address of Organization
  - f. Signature

We look forward to hearing from you.

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Questions?

Contact Beth Minikel at [beth.minikel@servantcare.com](mailto:beth.minikel@servantcare.com).

Please mail (sorry no e-mails) referral letter to ServantCARE, P.O. Box 173, Cassville, Wisconsin 53806.

If you send it to any other address on our site it won't get to us and won't count so please be conscious of correct address when sending. Thank you for your understanding!