

Cover Letter

To: Human Resources Dept.
Tallman Hotel & Blue Wing Restaurant
9550 Main St., Upper Lake CA 95485

Re: Application for Employment

Attached is an application for employment at the Tallman Hotel or Blue Wing Restaurant together with an employment record and list of references.

In submitting this application, I understand that the Company may conduct an investigation into my past employment, education and other public records and I give my express consent to such an investigation. Should I request that certain references not be consulted, I have so indicated on the application and given the reason for the desired exclusion.

I understand that there may or may not be a position open and that there may be other qualified applicants for open positions. I understand also that any employment with the Company would be "at will," that is, both the Company and I would be free to terminate the employment relationship at any time, for any reason or for no reason, with or without cause.

I further understand that, if hired, my employment may be terminated by the company due to any misrepresentation, omission, misinformation or inaccuracy in the statements contained in this application.

Applicant Signature: _____ **Date:** _____

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Employment Record – Please start with your most recent employer, including military service. If you are currently employed, may we contact your present employer? Yes No

Name of Employer: _____ Telephone: _____
Address: _____
Name of Immediate Supervisor: _____ Title: _____
Your Title and Duties: _____
_____ Salary: Starting _____ Ending _____
Reason for Leaving: _____ Employed From: _____ To: _____

Name of Employer: _____ Telephone: _____
Address: _____
Name of Immediate Supervisor: _____ Title: _____
Your Title and Duties: _____
_____ Salary: Starting _____ Ending _____
Reason for Leaving: _____ Employed From: _____ To: _____

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