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CLIENT REFERRAL FORM

Operating times: Wednesday/Thursday
 8.30 am – 4.30 pm

Referring organisation to complete (please send 2 days prior to appointment)

Referring Organisation		Date	
Contact Name		Phone	
Contact Branch		Mobile	
Styling appointment date		Email	
Work and Income Client No:			

Client to complete

Name of client		Phone	
Address		Mobile	
Suburb		Email	
Date of interview		Date of Birth	
Position applied for		Company	
Job Search Training required?	Yes	No	
		CV/Interview Preparation Training?	Yes No

The information on this form is collected for Fix Up Look Sharp use only. The combined data is required for statistical purposes to obtain a realistic picture of Fix Up Look Sharp's services to assist with funding applications and use of services.

I _____ (state full name) give consent to Fix Up Look Sharp use the information provided to assist with operational and statistical purposes.

Client Signature _____ Date _____

Clothing size

Waist size in Centimetres (tick the appropriate box) XS <input type="checkbox"/> XL <input type="checkbox"/> 5XL <input type="checkbox"/> 9XL <input type="checkbox"/> S <input type="checkbox"/> XXL <input type="checkbox"/> 6XL <input type="checkbox"/> M <input type="checkbox"/> 3XL <input type="checkbox"/> 7XL <input type="checkbox"/> L <input type="checkbox"/> 4XL <input type="checkbox"/> 8XL <input type="checkbox"/>	Shirt size (tick the appropriate box) XS <input type="checkbox"/> XL <input type="checkbox"/> 5XL <input type="checkbox"/> 9XL <input type="checkbox"/> S <input type="checkbox"/> XXL <input type="checkbox"/> 6XL <input type="checkbox"/> M <input type="checkbox"/> 3XL <input type="checkbox"/> 7XL <input type="checkbox"/> L <input type="checkbox"/> 4XL <input type="checkbox"/> 8XL <input type="checkbox"/>
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Shoe Size _____

First Visit

Date: _____ Time: _____

Description of Outfit _____

Personal Dresser _____

Personal Dresser to tick

- Ask for Photo
- Ask for media permission
- Asked about public speaking
- Reminded about second outfit?

Second Visit

Date: _____ Time: _____

Description of Outfit _____

Personal Dresser _____

Personal Dresser to tick

- Asked for Photo/Media Permission
- Asked about public speaking