



Date: August 2016

To: Stevenson High School
Daniel Wright Junior High School
Student Services Office

From: Gina Stec, Director of Officials
Lincolnshire Sports Association

This letter serves as confirmation that Lincolnshire Sports Association, Lincolnshire, Illinois, intends to employ _____ in the position of Referee/Official.

He/she will work no more that 3 hours per day between the hours of 7:00 a.m. and 7:00 p.m. on school days and not more than 8 hours on days when school is NOT in session. Liquor is not served on the premises of games.

In order for you to complete this request, the parent of the employee must provide:

- Copy of the Student's Birth Certificate

If you have any questions in regard to the issuance of an Employment Certificate for this student, please contact Gina Stec, 847-721-8558 or g.stec@sbcglobal.net.

Thank you,

Gina Stec

***Please issue copy to:
Lincolnshire Sports Association
c/o Gina Stec
208 Surrey Lane
Lake Forest, IL 60045