



## Mentor Application Check List

Use this check list for your own records. Please contact us at any time to confirm the status of your application.

### Check when completed

- Completed and turned in application packet
  - Mailed or gave referral forms to three individual references
  - Followed up with staff that referral forms have been completed and returned
  - Turned in completed Mentor Application to staff
  - Made fingerprint appointment
  - Turned in completed fingerprint card to staff
  - Returned signed FBI/Mentor Safetynet and Driving Record release forms to staff
  - Staff copied my driver's license, proof of vehicle insurance and social security card
  - Turn in signed vehicle waiver and read Colorado booster seat law brochure

### \*If proceeding:

- Made an appointment for Mentors interview     Completed Mentors interview

### \*If accepted:

- Set training date     Training completed
- Signed confidentiality and mentor agreement
- Mentors Plus paperwork (including, but not limited to: W-9, ethical conduct, mandatory reporter, service agreement, etc)*