

**PA WORKWEAR**

**(CLOTHING AGENCY USE ONLY)**

APPOINTMENT DATE & TIME: \_\_\_\_\_

NO SHOW (DATES): \_\_\_\_\_

CLIENT CALLED: \_\_\_\_\_

AGENCY CALLED: \_\_\_\_\_

LETTER SENT: \_\_\_\_\_

NOTES: \_\_\_\_\_

**CLIENT REFERRAL FORM – TO BE COMPLETED BY REFERRING AGENCY**

**\*Response is required for this field**

\*REFERRAL PROGRAM / AGENCY: \_\_\_\_\_

\*PROGRAM CONTACT: \_\_\_\_\_ \*REFERRAL DATE: \_\_\_\_\_

\*CONTACT EMAIL: \_\_\_\_\_ \*TELEPHONE: \_\_\_\_\_

\*CLIENT NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

CLIENT EMAIL: \_\_\_\_\_ \*CAO CASE RECORD #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
(STREET) (CITY) (ZIP)

CLIENT SPEAKS ENGLISH?  YES  NO IF NO, WHAT IS THE PREFERRED LANGUAGE? \_\_\_\_\_

CLIENT REQUIRES CLOTHING FOR:  JOB TRAINING  INTERVIEWING  EMPLOYMENT

DESCRIBE ANY SPECIAL ATTIRE (INCLUDING COLORS): \_\_\_\_\_

**Please review and answer the following questions carefully. Your signature certifies that this referral is receiving TANF benefits and is eligible for PAWW services.**

\*IS CLIENT PARTICIPATING IN AN APPROVED EMPLOYMENT & TRAINING OR CAO-DIRECTED ACTIVITY?  YES  NO

\*WHICH ACTIVITY?  WORK READY  EARN  KEYS  CAO-DIRECTED

\*IS CLIENT RECEIVING TANF?  YES  NO

\_\_\_\_\_  
\*SIGNATURE

\_\_\_\_\_  
\*DATE

**OPTIONAL SUITING INFORMATION – TO BE COMPLETED BY CLIENT**

The following information is optional, but will help the PAWW provider in preparing for your suiting appointment.

HEIGHT: \_\_\_\_\_ FT. \_\_\_\_\_ IN. CHECK ALL THAT APPLY:  PREGNANT  PETITE  TALL  BIG/TALL  PLUS SIZE

WOMEN – INDICATE SIZES: \_\_\_\_\_ BLOUSE/JACKET \_\_\_\_\_ SKIRT/PANTS \_\_\_\_\_ SCRUBS/UNIFORM \_\_\_\_\_ SHOE SIZE

MEN – INDICATE SIZES: \_\_\_\_\_ PANTS (I.E. 38X30) \_\_\_\_\_ SUIT JACKET \_\_\_\_\_ SHIRT \_\_\_\_\_ SCRUBS \_\_\_\_\_ SHOE SIZE

Clients must be instructed to arrive on time and alone, or they will not be suited. No children or visitors allowed.