Employee Referral Form

This form must be completed and submitted to HR prior to the hire date of the candidate.

***Referral must list the employee who referred them (First and Last name) on their online application to be eligible for the Referral Bonus.

KTP employees are not eligible for referral bonus on candidates submitted through an agency, including temps currently working at KTP.

Today's Date:	
KTP Employee:	Plant:
Candidate Referred: (First and Last Name)	
Position Referred For:	
How do you know this candidate?	