

**An Equal Opportunity Employer**

Applicants are considered for all positions without regard to race, color, religious creed, sex, national origin, ancestry, citizenship status, age, physical or mental disability, sexual orientation, gender identity, marital, parental, veteran or military status, unfavorable military discharge, or any other status protected by applicable federal, state or local law.

**PERSONAL INFORMATION**

Last Name First Middle Date

Present Street Address Home Phone

City/State/ZIP Cell Phone

Previous Street Address Business Phone

City/State/ZIP Email

Have you ever applied for employment with Crate and Barrel/CB2?  Yes  No

Have you ever been employed with Crate and Barrel/CB2?  Yes  No

If yes, what Month/Year/Location(s)?

Are you at least 18 years of age?  Yes  No

If you are not 18, do you have a work permit?  Yes  No

Name, address and phone number of parent or guardian if under 18 years of age:

If hired, can you provide proof that you are eligible to work in the United States?  Yes  No *(Upon hire, you must provide proof of your identity and authorization to work.)*

**Before answering these questions regarding criminal convictions, please refer to the last page of this application.**

Please note that a "Yes" answer to the following question will not necessarily disqualify you from employment. Factors such as age at time of the offense, seriousness and nature of the violation, and rehabilitation will be considered when making any employment decisions. Do not include convictions that have been sealed or expunged pursuant to a court order.

*Massachusetts, Minnesota, Rhode Island, San Francisco applicants: Please do not answer the following questions about convictions.*

Have you ever been convicted of a felony or serious misdemeanor?  Yes  No

If yes, state the nature of the offense, where and when it occurred, and the sentence imposed. Please provide any further information you would like us to know.

**EMPLOYMENT INFORMATION**

Position Desired Salary/Wage Expected

Hours and days available  Full-Time  Part-Time  Seasonal Will you work overtime if asked?  Yes  No  
 Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Date available to start work:

How were you introduced to Crate and Barrel/CB2?

- Now Hiring Signage  Current Customer  College/University  Career Fair  Crate and Barrel/CB2 Website  
 Other Website *(list below)*  Newspaper Ad/Date *(list below)*  Employee Referral—Whom can we thank for referring you? *(list below)*

Are you acquainted with anyone who works for Crate and Barrel/CB2?  Yes  No If yes, please list the employee's name and location below:

**REFERENCES**

Please list three references who are not relatives, and you have known for at least three years.

Name and Occupation Address Telephone

---



---



---

Please provide accurate, complete full-time and part-time employment record. Start with present or most recent employer.

**EMPLOYER 1**

Company Name	Telephone
Address	City/State/ZIP
Name of Supervisor/Supervisor Email	Dates of Employment ( <i>month/year</i> ) From To
Starting Hourly Rate/Salary	Last Hourly Rate/Salary
Your Name When Employed ( <i>if different than present</i> )	Your Job Title and Description of Your Work
Reason for Leaving	Is there any reason why you would not want us to contact this employer?

**EMPLOYER 2**

Company Name	Telephone
Address	City/State/ZIP
Name of Supervisor/Supervisor Email	Dates of Employment ( <i>month/year</i> ) From To
Starting Hourly Rate/Salary	Last Hourly Rate/Salary
Your Name When Employed ( <i>if different than present</i> )	Your Job Title and Description of Your Work
Reason for Leaving	Is there any reason why you would not want us to contact this employer?

**EMPLOYER 3**

Company Name	Telephone
Address	City/State/ZIP
Name of Supervisor/Supervisor Email	Dates of Employment ( <i>month/year</i> ) From To
Starting Hourly Rate/Salary	Last Hourly Rate/Salary
Your Name When Employed ( <i>if different than present</i> )	Your Job Title and Description of Your Work
Reason for Leaving	Is there any reason why you would not want us to contact this employer?

**EMPLOYER 4**

Company Name	Telephone
Address	City/State/ZIP
Name of Supervisor/Supervisor Email	Dates of Employment ( <i>month/year</i> ) From To
Starting Hourly Rate/Salary	Last Hourly Rate/Salary
Your Name When Employed ( <i>if different than present</i> )	Your Job Title and Description of Your Work
Reason for Leaving	Is there any reason why you would not want us to contact this employer?

**EDUCATION**

High School	City	Course of Study	Graduated? <input type="checkbox"/> Yes <input type="checkbox"/> No	If no, circle years completed 9 10 11 12
Tech or Trade School	City	Course of Study	Graduated? <input type="checkbox"/> Yes <input type="checkbox"/> No	If no, circle years completed 1 2 3 4
College/University	City	Major	Degree	Graduated? <input type="checkbox"/> Yes <input type="checkbox"/> No
College/University	City	Major	Degree	Graduated? <input type="checkbox"/> Yes <input type="checkbox"/> No

Please list any other job-related seminars, short courses, workshops or educational experiences in addition to the above.

Please list below any job-related clubs, professional societies or other associations to which you belong. You may omit those which indicate your race, color, religious creed, sex, national origin, ancestry, citizenship status, age, physical or mental disability, sexual orientation, gender identity, marital, parental, veteran or military status, or any other status protected by applicable law.

**SKILLS**

*For Sales Applicants:* What types of merchandise have you sold?

*For Stock/Warehouse Applicants:* What equipment have you used?

List any other special training or skills (e.g., computer, machine operation, foreign language fluency, etc.) relevant to the position for which you are applying.

Have you ever visited a Crate and Barrel/CB2 location?  Yes  No If yes, describe your experience:

Why would you like to work for Crate and Barrel/CB2?

Describe a specific situation in which you have provided excellent customer service. Why was this effective?

**CONTACT THE FOLLOWING IN CASE OF EMERGENCY**

Name/Relationship to You

Daytime Phone

Address

City/State/ZIP

**APPLICANT AGREEMENT**

I hereby certify that the information that I have provided either in this employment application or resume is true and correct to the best of my knowledge, and that I have not withheld information from this application or resume that would, if disclosed, affect this application unfavorably.

I understand that falsified or intentionally misleading information in any detail or significant omissions from this application or resume may disqualify me from further consideration for employment or may result in my termination if discovered after my hire. I agree that Crate and Barrel/CB2 shall not be liable for disqualifying or terminating me under such circumstances.

I authorize Crate and Barrel/CB2 and its agents to investigate my personal, educational and employment history; agree to cooperate in such investigation; and authorize any former employer, school, person, firm, corporation, credit agency, government agency or other entity to provide Crate and Barrel/CB2 with any information it, he or she may have about me, to the full extent permitted by applicable law. In consideration of Crate and Barrel/CB2's review of this application or resume, I hereby release Crate and Barrel/CB2, its agents, and all providers of information from any liability that results from furnishing or receiving this information, except as otherwise limited by applicable law.

I understand that my employment is on an at-will basis and can be terminated for any reason, with or without notice, at any time, at either the Company's or my option.

I further agree that, if employed, I will conform my conduct to Crate and Barrel/CB2's rules, regulations and policies.

Note to applicants: Smoking is prohibited in all indoor areas of Crate and Barrel/CB2.

**California Applicants:** Do not identify convictions under California Health and Safety Code related to marijuana offenses that occurred two or more years before the instant application. Also, do not identify any conviction for which the record has been judicially ordered sealed, expunged or statutorily eradicated, or any misdemeanor conviction for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed. No applicant will be denied employment solely because of a conviction for a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position applied for may be considered.

**Connecticut Applicants:** Applicants are not required to disclose the existence of any arrest, criminal charge, or conviction, the records of which have been erased. Criminal records subject to erasure under these sections are records pertaining to a finding of delinquency or the fact that a child was a

member of a family with service needs, an adjudication as a youthful offender, a criminal charge for which the person was not found guilty, or a conviction for which the offender received an absolute pardon. Any person whose criminal records have been erased is deemed to have never been arrested within the meaning of the law as it applies to the particular proceedings that have been erased, and may so swear under oath.

**District of Columbia Applicants:** Do not identify convictions that are more than ten (10) years old.

**Georgia Applicants:** Do not identify any guilty plea that was discharged by the court under Georgia's First Offender Act.

**Illinois Applicants:** Applicants are neither requested nor required to provide information about any convictions or arrests that are part of records that have been sealed or expunged.

**Maryland Applicants:** Under Maryland law, an employer may not require or demand, as a condition of employment, prospective employment, or continued employment, that any individual submit to or take a lie detector or similar test. An employer who violates this law is guilty of a misdemeanor and subject to a fine not exceeding \$100.

**Massachusetts Applicants:** Please give accurate full-time and part-time employment history. You may include any verified work performed on a volunteer basis. Start with present or most recent employer. It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability. Please do not answer questions about convictions on this initial application.

**Minnesota Applicants:** Please do not answer questions about convictions on this initial application.

**Rhode Island Applicants:** Crate and Barrel is covered by the state's worker's compensation law. Please do not answer questions about convictions on this initial application.

**San Francisco Applicants:** Please do not answer questions about convictions on this initial application.

**Washington Applicants:** Do not identify any conviction that is more than ten (10) years old at the time of filling out this application.

**I have read the above applicant agreement. I understand and agree to its terms.**

Signature

Date

**REFERENCE CHECK (TO BE COMPLETED BY HIRING MANAGER)**

Name	Comments	Reference Returned
1		
2		
3		
4		