



Your completed application should include the following:

Letter of recommendation from two of the following:  
Principal, Dean, Professor, Teacher, Guidance Counselor,  
Academics Advisor, former or present Work Supervisor.

*Your recommenders should return the letters to you in a signed, sealed envelope. In order for your application to be complete, both letters must be included with your application, each in a separate sealed envelope. Letters that arrive separately from the application will not be considered.*

A typed list of your accomplishments, extracurricular activities,  
sports participation and other achievements.

A Personal Statement (no more than 500 words, double-  
spaced) answering the following questions:

1. Why would you like to intern at the Norton Museum of Art? How does the Norton internship fit with your background and career goals?
2. What do you hope to achieve from the experience, and what do you believe you can contribute?

*Please check your work for accuracy and clarity.*

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I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (I) cancel further consideration of this application, or (II) immediately discharge me from the employer's service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional) employers, public agencies, licensing authorities and education institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicants from consideration for employment on a basis prohibited by applicable local, state or general law.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identify and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 form in this regard.

Signature/Date: \_\_\_\_\_

Parent signature *if applicant is under 18*: \_\_\_\_\_

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Prospective interns should mail this application with enclosures postmarked by  
Friday, March 5, 2010 to:

**Education Department, attn: Talya Lerman**  
**Norton Museum of Art**  
**1451 South Olive Avenue**  
**West Palm Beach, Florida 33401**  
**561.832.5196, extension 1113**