

**Edsel & Eleanor Ford House/Historic Ford Estates**  
 1100 Lake Shore Road  
 Grosse Pointe Shores, MI 48236  
 Phone: (313) 884-4222 Fax: (313) 884-5977 Website: [www.fordhouse.org](http://www.fordhouse.org)  
 Ford House is an Equal Opportunity Employer

## APPLICATION FOR INTERNSHIP

### *Personal Information*

Last Name		First Name		Middle
Street Address			City	
State	Zip	Area Code	Phone Number	

Have you passed your 18<sup>th</sup> birthday?      Yes       No

Have you ever been convicted of a              Yes               No   
 Are there any felony charges pending against you?      Yes               No   
 If you answered "Yes" to either question, explain below. Include the charge, date, and disposition.

### *Internship Information*

College/University	Major & Minor	Degree Expected	Expected Graduation Date
Course Name		Instructor's Name & Phone Number	
Internship Begin Date	Internship End Date	Total No. of Internship Hours Required	No. of Credit Hours You Will Earn

Please explain Your internship objectives, the types of experiences you hope to gain, and why you believe an internship at Ford House or Fair Lane will fulfill those objectives

**Work History** – Complete this section fully. Do not substitute a resume. Starting with the most recent, list all jobs, internships, volunteer positions, military experience, etc. Use additional sheets if necessary.

Start Date (Mo/Yr)	End Date (Mo/Yr)	Title of Position	
Name of Employer/Organization		Name of Supervisor	Area Code Phone Number
Address		Your Duties	
City	State	Zip	Reason for Leaving

Start Date (Mo/Yr)	End Date (Mo/Yr)	Title of Position	
Name of Employer/Organization		Name of Supervisor	Area Code Phone Number
Address		Your Duties	
City	State	Zip	Reason for Leaving

Start Date (Mo/Yr)	End Date (Mo/Yr)	Title of Position	
Name of Employer/Organization		Name of Supervisor	Area Code Phone Number
Address		Your Duties	
City	State	Zip	Reason for Leaving

**Applicant Statement-** Please read the following statement carefully.

I understand that all Edsel & Eleanor Ford House/Historic Ford Estate interns must submit to a criminal history background investigation. I hereby authorize Edsel & Eleanor Ford House/Historic Ford Estate to conduct such investigation and to make any additional investigation into my background deemed necessary. I authorize third parties (e.g., current and former employers, law enforcement organizations, financial and educational institutions) to furnish Ford House/Historic Ford Estates with any information (other than medical or disability information) considered relevant in their discretion to my application for an internship. I further release all persons and organizations from any liability whatsoever for furnishing such information.

I understand that I will receive no pay, benefits or other privileges of employment of any kind for my services as an intern. I further understand that Ford House/Historic Ford Estates does not carry or maintain health, medical, or disability insurance coverage for any intern. I expressly assume the risk of injury or harm that may occur in the course of my intern activities and hereby release Ford House/Historic Ford Estates from all liability for injury, illness, death, or property damage resulting from those activities. I understand that all information—for example, the value of collection items, financial records, personal information about employees and Ford family members, etc.—of which I may become aware while performing my duties at Ford House is confidential and proprietary, and that I am expected to refrain from disclosing it to anyone.

My signature below indicates I have read and agreed to the paragraphs above.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date