



NORTH BAY POLICE SERVICE

MUST SELECT ONE



CRIMINAL RECORD CHECK

CRIMINAL RECORD AND JUDICIAL MATTERS CHECK

VULNERABLE SECTOR CHECK

TO BE COMPLETED BY APPLICANT			Date of Request ____/____/____ yyyy/ mm /dd	
Mailing Address (name, street, city, province, postal code) **Please Print UNDER each heading**				
Last Name		First Name		Middle Name
# and Street Name		Apt/Unit #	Maiden Name or Other Last Names	
Other First Names				
City	Province	Postal Code	Date of Birth ____/____/____ yyyy/ mm /dd	Gender
Other Names				
Contact phone number			Email address	
Address History – please fill out if resident address differs from mailing address and/or resided OUTSIDE of the Region in the past 5 years				
Street name # (please state below)		Apt/Unit #	City	Province
Identification – one form MUST be Government issued and include the applicant’s name, date of birth, signature and photo of applicant				
Type of Identification produced			Viewed <input type="checkbox"/>	
Type of Identification produced			Viewed <input type="checkbox"/>	
Reason for Request: (please fill out the following) **please refer to the Government Agency Section if between the ages of 12-22*				
Specifically state the Reason for Criminal Record Check <u>or</u> Criminal Record and Judicial Matters Check <u>or</u> Vulnerable Sector Check:				
Fill out the below ONLY if request is Vulnerable Sector Check:				
Name of Employer/Organization/School/Other requesting Vulnerable Sector Check:				
Check box of Vulnerable Person(s) you will be responsible for the well-being of (can check off more than one (1) if applicable): <input type="checkbox"/> Children <input type="checkbox"/> Elderly (over 65) <input type="checkbox"/> Other – please specify: _____				
The Criminal Record Check will include the following information as it exists on the date of the search:				
<ul style="list-style-type: none"> Criminal convictions from the Canadian Police Information Centre “CPIC” and/or local databases and Summary convictions for the past five (5) years, when identified 				
The Criminal Record and Judicial Matters Check will include all of the above and the following information as it exists on the date of the search:				
<ul style="list-style-type: none"> Outstanding entries such as charges and warrants, judicial orders, Probation and Prohibition Orders – as per CPIC policy, information obtained from the Investigative Databank must be confirmed and authorized for release by the contributing agency Absolute and Conditional Discharges per the Police Record Checks Reform Act schedule 				
The Vulnerable Sector Check will include all of the above and the following information as it exists on the date of the search:				
<ul style="list-style-type: none"> In very exceptional cases, there it meets the Public Safety Test, non-conviction dispositions including but not limited to, Withdrawn and Dismissed Not Criminally Responsible by Reason of Mental Disorder All record suspensions for release by the Minister of Public Safety 				
CONSENT				
<ol style="list-style-type: none"> I hereby authorize the NORTH BAY POLICE SERVICE to conduct a search based on the names(s), date of birth and declared criminal record history, to obtain the information required to complete the Police Record Check and disclose such information to me. This includes a search of the NORTH BAY POLICE SERVICE Records Management Systemes (RMS), and the Canadian Police Information Centre (CPIC) database, maintained by the RCMP. This search of the CPIC database includes a search of the Identification Data Bank (known as the National Respository of Criminal Records), the Investigative Data Bank and the Police Information Portal (PIP) I hereby release and discharge the NORTH BAY POLICE SERVICES BOARD and all members and employees of the NORTH BAY POLICE SERVICE from any and all actions, claims and demands for damages, loss or injury howsoever arising which may hereafter be sustained by myself as a result of the disclosure of the information to me by the NORTH BAY POLICE SERVICE. I hereby authorize the NORTH BAY POLICE SERVICE to inquire into and disclose results of any police records to me including: criminal convictions (summary and indictable); absolute and conditional discharges; and cases of not criminally responsible for reasons of mental disorder; outstanding entries such as charges, judicial orders, probation and prohibition orders and to conduct a local police contact search with any Police Service in Canada I certify that the information provided by me in this application is true and correct to the best of my knowledge and belief. I have read this consent, understand it, and agree to it in its entirety. For Vulnerable Sector Check applicants that are 18 years of age or older: I hereby consent to a search being made in the automated criminal records retrieval system maintained by the Royal Canadian Mounted Police to find out if I have been convicted of, and been granted a records suspension (pardon) for, any sexual offences that are listed in the schedule to the <i>Criminal Records Act</i>. I understand that, as a result of giving this consent, if I am suspected of being the person named in a criminal record for one of the sexual offences listed in the schedule to the <i>Criminal Records Act</i> in respect of which a record suspension was granted or issued, I will be requested to provide fingerprints to confirm that record and that record may be provided by the Commissioner of the Royal Canadian Mounted Police to the Minister of Public Safety, who may then disclose all or part of the information contained in that record to a police force or other authorized body. That police force or authorized body will then disclose that information to me. If I further consent in writing to disclosure fo that information to the person or organization referred to the above that requested the verification, that information will be disclosed to that person or organization I understand that the prescribed fee is non-refundable 				

Applicant’s Signature: _____

Date: ____/____/____
yyyy / mm / dd

Name of Person Accepting Form	Employee. No	Receipt Number
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RESULTS FOR POLICE RECORD CHECK



- CRIMINAL RECORD CHECK
- CRIMINAL RECORD AND JUDICIAL MATTERS CHECK
- VULNERABLE SECTOR CHECK

NAME:
ADDRESS:

DATE OF REQUEST: (yyyy/mm/dd)
DATE OF BIRTH: (yyyy/mm/dd)
REQUESTING AGENCY:

NOTE: The Youth Criminal Justice Act (YCJA) restricts individuals from sharing records made under that Act. Findings of guilt and other dispositions under the YCJA may not be reported on this response.

RESULTS FOR RCMP NATIONAL REPOSITORY CRIMINAL RECORD CHECK

<input type="checkbox"/>	NEGATIVE (Not confirmed by prints)	Based solely on the name(s) and date of birth provided and the criminal record information declared by the applicant , a search of the RCMP National Repository of Criminal Records did NOT identify any records with the name(s) and date of birth of the applicant. Positive identification that a criminal record does or does not exist at the RCMP National Repository of Criminal Records can only be confirmed by FINGERPRINT comparison. Delays do exist between a conviction being rendered in court, and the details accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records.
<input type="checkbox"/>	NEGATIVE (Confirmed by prints)	Based on the fingerprints, name(s), and date of birth submitted by the applicant , this message certifies that a search of the RCMP National Repository of Criminal Records did not identify any records associated with the applicant that may be disclosed in accordance with federal laws. Delays do exist between a conviction being rendered in court, and the details being accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records.
<input type="checkbox"/>	CRIMINAL RECORD (Not confirmed by prints)	Based solely on the name(s) and date of birth provided and the criminal record information declared by the applicant , a search of the RCMP National Repository of Criminal Records has resulted in a possible match to a registered criminal record. Positive identification that a criminal record does or does not exist at the RCMP National Repository of Criminal Records can only be confirmed by fingerprint comparison. As such, the criminal record information declared by the applicant does not constitute a Certified Criminal Record by the RCMP. Delays do exist between a conviction being rendered in court, and the details being accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records. This document may not contain all criminal record convictions associated with the applicant. (SEE ATTACHED POLICE RECORD CHECK SUPPLEMENTARY INFORMATION FORM FOR DETAILS)
<input type="checkbox"/>	CRIMINAL RECORD (Confirmed by prints)	Based on the fingerprints, name(s), and the date of birth submitted by the applicant , this message certifies that a search of the RCMP National Repository of Criminal Records identified that the fingerprints submitted by the applicant were certified as identical to fingerprints registered under a criminal FPS Number. Delays do exist between a conviction being rendered in court, and the details accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records. This document may not contain all criminal records associated with the applicant. (SEE ATTACHED POLICE RECORD CHECK SUPPLEMENTARY INFORMATION FORM FOR DETAILS)
<input type="checkbox"/>	INCOMPLETE	Based solely on the name(s) and the date of birth provided and the criminal record information declared by the applicant , a search of the RCMP National Repository of Criminal Records could NOT be completed. Positive identification that a criminal record does or does not exist requires the applicant to SUBMIT FINGERPRINTS to the RCMP National Repository of Criminal Records; which has NOT been done. Delays do exist between a conviction being rendered in court, and the details being accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records.

RESULTS OF INVESTIGATIVE DATABANK AND LOCAL INDICES SEARCH – for Criminal Record and Judicial Matters Check or Vulnerable Sector Check ONLY

<input type="checkbox"/>	NEGATIVE – No information was revealed that can be disclosed in accordance with federal laws and RCMP policies
<input type="checkbox"/>	POSITIVE – (See attached Police Record Check Supplementary Information Form for details)
<input type="checkbox"/>	CRIMINAL RECORD AND JUDICIAL MATTERS CHECK OR VULNERABLE SECTOR CHECK <u>NOT</u> REQUESTED

RESULTS OF VULNERABLE SECTOR CHECK ONLY

<input type="checkbox"/>	A search of sex offenders who were granted a record suspension (pardon) was conducted. No information to release.
<input type="checkbox"/>	A search of sex offenders who were granted a record suspension (pardon) was conducted. Information authorized for release. See attached documentation
<input type="checkbox"/>	A search of sex offenders who were granted a record suspension was not conducted

Date of Search: _____ **Clerk #:** _____ **Page 1 of** _____
 yyyy/ mm / dd

Signing Authority: _____

