



Cobourg Police Service

POLICE VULNERABLE SECTOR CHECK

TO BE COMPLETED BY APPLICANT				Date of Request	
Mailing Address (name, street, city/town, province, postal code) Must Print Legibly Under Each Heading				..... YY/MM/DD	
Last Name		First Name		Middle Name(s)	
# and Street Name			Apt./Unit #	Maiden Name or Other Surnames	Other First Names
Town/City	Province	Postal Code	Date of Birth (YY/MM/DD)	Place of Birth	Gender
<b>Address History</b>					
Please fill out if resident address differs from mailing address and/or if resided OUTSIDE of the Town of Cobourg in the past 5 years					
Street name and # (please state below)		Apt./Unit #	Town/City	Province	Postal Code # of years
<b>Reason for Request (State below)</b>					
Please describe position:				Volunteer Application <input type="checkbox"/> (Letter Attached)	
<b>Self-Declaration (if applicable)</b>					
If you have a criminal record complete the Self-Declaration form.			Declaration of Criminal Record Attached <input type="checkbox"/>		
<b>Identification</b>					
Two pieces of Government Issued (not expired) which includes applicant's name, date of birth, current address and one piece of ID must include photo of applicant.					
<b>IDENTIFICATION PORTION TO BE COMPLETED BY COBOURG POLICE ONLY.</b>					
Type of ID produced		ID Number		<input type="checkbox"/> Viewed Only By: Clerk/Badge #:.....	
Type of ID produced		ID Number		<input type="checkbox"/> Viewed Only By: Clerk/Badge #:.....	
<b>Contact Information</b>					
Residential Phone		Business Phone		Cell Phone	
Applicant applied for (check applicable box):					
<input type="checkbox"/> <b>Police Vulnerable Sector Check</b> will include the following information as it exists on the date of the search:					
<ul style="list-style-type: none"> <li>• Criminal convictions from CPIC and/or local database and summary convictions from this police service's local database.</li> <li>• Findings of guilt under the Youth Criminal Justice Act within the applicable disclosure period.</li> <li>• Outstanding entries such as charges and warrants, judicial orders, Peace Bonds, Probation and Prohibition Orders. As per CPIC policy, information obtained from the Investigative Databank must be confirmed and authorized by the contributing agency.</li> <li>• Absolute and conditional discharges.</li> <li>• In very exceptional cases, where it meets the Public Safety Test, non-conviction disposition including but not limited to, Withdrawn and Dismissed.</li> <li>• Not Criminally Responsible by Reason of Mental Disorder.</li> <li>• All record suspensions as authorized for release by the Minister of Public Safety.</li> </ul>					
<i>I hereby release and discharge the Cobourg Police Service and all members and employees of the said 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 information by the Cobourg Police Service. I hereby authorize the Cobourg Police Service to inquire into and disclose the results of any police records indicating criminal convictions, conditional and absolute discharges, outstanding criminal charges to me and to conduct a local police contact search with any Police Service in Canada.</i>					
<i>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.</i>					
<b>Applicant's Name (Please print):</b>					
<b>Applicant's Signature:</b>					
<b>Date:</b>					

Personal information contained on this form is collected pursuant to the Police Services Act s.41 and is collected for the purpose of processing this police record check. Questions concerning collection should be directed to the Cobourg Police Service 107 King Street West, Cobourg, ON. K9A 2M4, 905-372-6821 or email [cobourgpolic@cobourgpolic.com](mailto:cobourgpolic@cobourgpolic.com).

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**Police Vulnerable Sector Check**

This section is restricted to applicants seeking employment and/or volunteering with vulnerable individuals.

*"Vulnerable persons" means persons who, because of their age, a disability or other circumstances, whether temporary or permanent, (a) are in a position of dependence on others; or (b) are otherwise at a greater risk than the general population of being harmed by persons in a position of authority or trust relative to them.*

**Part I: IDENTIFICATION OF APPLICANT**

Surname Name	Given Name (1)	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth (yy/mm/dd):
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**Part II: REASON FOR CONSENT**

**(Please fill out the following completely – If not completed in full search will not be conducted):**

I am an applicant for a paid or volunteer position with a person or organization responsible for the well-being of one or more children or vulnerable persons.

Description of the paid or volunteer position:	Name of the person or organization:
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Details regarding the responsibilities towards children or vulnerable person(s):

**Part III: CONSENT**

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 pardon for, any of the sexual offences that are listed in the schedule to the Criminal Records Act.

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 Criminal Records Act in respect of which a pardon 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 Solicitor General of Canada, 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 of that information to the person or organization referred to above that requested the verification, that information will be disclosed to that person or organization.

Contributing Agency: **Cobourg Police Service, 107 King Street West, Cobourg, ON, K9A 2M4**

Signature of Applicant:	Date (YY/MM/DD):
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**FOR POLICE USE ONLY**

**RESULTS FOR NAME-BASED CRIMINAL RECORD VERIFICATION**

- NEGATIVE.** 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 offender 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 being accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records.
- INCOMPLETE.** Based solely on the name(s) and date of birth provided and the criminal record information declared by the applicant, including 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 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 being accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records.
- POSSIBLE MATCH/CONFIRMATION.** 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 (**see attached**). 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.

**INVESTIGATIVE DATABANK AND LOCAL INDICES RESULTS:**

- NEGATIVE** – No information was revealed that can be disclosed in accordance with federal laws and RCMP policies.
- POSITIVE** – See attached page(s) for details.

**POLICE VULNERABLE SECTOR SCREENING ONLY:**

- A search of sex offenders who were granted a record suspension was conducted. No information to release.
- A search of sex offenders who were granted a record suspension was conducted. Information authorized for release. **See Attached.**
- A search of sex offenders who were granted a record suspension could NOT be completed. Fingerprint submission required.
- A search of sex offenders who were granted a record suspension **WAS NOT** conducted.

Date of Search	Clerk # and Initial	Signing Authority: <b>Paul VandeGraaf, Chief of Police</b>
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**NOT VALID UNLESS EMBOSSED WITH POLICE SEAL**