*[ Parish or Organization Letterhead ]*

# **Police Records Check (PRC) Request**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

To whom it may concern:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will be  employed  volunteering

(Name of Applicant)

with the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name of diocese, organization or corporation)

The policy of the Anglican Church of Canada, Diocese of Fredericton, for anyone who works in a position of trust, is that they are required to provide a current police record check.

As the duties, responsibilities or work/volunteer environment may cause this individual to be in contact with children, youth and vulnerable adults in a church program setting, a vulnerable sector check is also requested.  Yes  No

It is hereby requested that a  police record check  vulnerable sector check be undertaken and that you provide documentation that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ does not have a criminal record or is included on any listing related to vulnerable persons as applicable.

If further information is required please contact the undersigned immediately.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name and role) (Telephone Number)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature)