*[ 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)