



AUTHORIZATION

* PLEASE SELECT:

CRIMINAL RECORD CHECK

CRIMINAL RECORD AND JUDICIAL MATTERS CHECK

Please read CAREFULLY and have the following information ready:

- 1. **2 PIECES OF I.D.** (One piece of I.D. must have a photo and contain full name and date of birth)

<input type="checkbox"/> Driver's Licence	<input type="checkbox"/> Citizenship Card	<input type="checkbox"/> Passport
<input type="checkbox"/> Immigration Paper	<input type="checkbox"/> Birth Certificate	<input type="checkbox"/> Ontario Photo ID Card
- 2. \$20.00 administration fee – Payment may be made by Certified Cheque, Money Order, Visa or Debit Card. If there is a conviction or outstanding matter in which fingerprints have been taken by a Police Service, you may be required to provide fingerprinting results for verification purposes before a letter is issued. **This administrative fee does not apply to individuals under the age of 18.** **If a second copy is required at the time of purchase there will be an additional \$4.67 fee.*
- 3. **This screening is not intended for individuals being employed and/or volunteering with Vulnerable* person(s).** A more comprehensive process is available through the Police Reference Check Program for suitable agencies only. Please contact (416) 808-8244 for more information
- 4. With the passage of the Police Record Checks Reform Act, the Ontario government has clarified that youth records are not to be provided to potential employers. Exceptions apply where the employer is a government agency.

PLEASE PRINT CLEARLY

FULL NAME: _____ GENDER: _____
SURNAME FIRST MIDDLE

MAIDEN NAME OR ANY OTHER NAMES USED: _____ DATE OF BIRTH: _____
YEAR MM DD

FULL MAILING ADDRESS: _____ PHONE #: _____
NO. STREET NAME APT/UNIT #

CITY PROVINCE POSTAL CODE

REASON FOR REQUEST: _____

I AUTHORIZE THE TORONTO POLICE SERVICE TO CONDUCT A RECORD CHECK OF THE NATIONAL CRIMINAL RECORDS REPOSITORY MAINTAINED BY THE RCMP THAT WILL BE BASED ON THE NAME(S) AND DATE OF BIRTH PROVIDED BY THE APPLICANT. I MAY BE REQUIRED TO PROVIDE FINGERPRINTING RESULTS FOR VERIFICATION PURPOSES.

The above conditions have been explained to me and I understand that the administrative fee or any additional fees paid are non-refundable.

SIGNATURE OF APPLICANT: _____ DATE: _____
YEAR MM DD

Criminal Record Check (CRC)

The criminal record check is a search for criminal convictions for which a pardon/record suspension has not been issued or granted.

Criminal Record and Judicial Matters Check (CRJMC)

The criminal record and judicial matters check is a collection of offence information, including criminal convictions, findings of guilt, matters before the court, outstanding warrants or other outstanding information.

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