



**POLICE CRIMINAL RECORD CHECK**

**POLICE INFORMATION CHECK**

<b>TO BE COMPLETED BY APPLICANT</b>		Date of Request ____/____/____ yy mm dd	
<b>Mailing Address (name, street, city, province, postal code)</b> Please Print Legibly under Each Heading— this is your mailing label			

Last Name	First Name	Middle Name		
# and Street Name	Apt/Unit #	Maiden Name or other Surnames used	Other First Names	
City	Province	Postal Code	Date of Birth ____/____/____ yy mm dd	Place of Birth
Gender				

**Address History** – please fill out if resident address differs from mailing address and/or if resided OUTSIDE of the Region in the past 5 years

Street name and # (please state below)	Apt/Unit #	City	Province	Postal Code	# of yrs

**Reason for Request (State below)**

Reason (Volunteer, employment or other – if other, please specify)  Declaration of Criminal Record Attached

**Identification** – one form MUST be Government Issued and include applicant’s name, date of birth, signature and photo of applicant

Type of I.D. produced	ID number
Type of I.D. produced	ID number

**Contact Information**

Residential Phone	Business Phone	Cell Phone
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**The Police Criminal Record Check will include the following information as it exists on the date of the search:**

- Criminal convictions from CPIC and/or local databases.
- Findings of Guilt under the Youth Criminal Justice Act within the applicable disclosure period.

**The Police Information Check will include all of the above and the following information as it exists on the date of the search:**

- Outstanding entries such as charges and warrants, judicial orders, Peace Bonds, Probation and Prohibition Orders.
- Absolute and Conditional Discharges, within the applicable disclosure period.

1. I hereby release and discharge the Windsor 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 Police Service. I hereby authorize the Windsor 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.

2. 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.

**Applicant’s Name: (Please Print)** \_\_\_\_\_

**Applicant’s Signature** \_\_\_\_\_

TOTAL NUMBER OF PAGES: \_\_\_\_\_

► NOT VALID UNLESS EMBOSSED WITH POLICE SEAL

**POLICE USE ONLY**

**1. RESULTS FOR RCMP NATIONAL RESPOSITORY CRIMINAL RECORDS CHECK**

<input type="checkbox"/>	<b>NEGATIVE (not confirmed by prints)</b>	<b>Based solely on the name(s) and date of birth provided and the criminal record information declared by the applicant</b> , a search of the RCMP National Repository of Criminal Records <b>did NOT identify any records</b> with the name(s) and date of birth of the applicant. <b>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.</b> 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"/>	<b>NEGATIVE (confirmed by prints)</b>	<b>Based on the fingerprints, name(s), and date of birth submitted by the applicant</b> , this message certifies that a search of the RCMP National Repository of Criminal Records <b>did not identify any records</b> 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"/>	<b>CRIMINAL RECORD POSSIBLE MATCH (not confirmed by prints) See attached pages</b>	<b>Based solely on the name(s) and date of birth provided and the criminal record information declared by the applicant</b> , a search of the RCMP National Repository of Criminal Records <b>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.</b> 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. <b>This document may not contain all criminal record convictions associated with the applicant.</b>
<input type="checkbox"/>	<b>CRIMINAL RECORD (confirmed by prints) See attached page(s)</b>	<b>Based on the fingerprints, name(s), and date of birth submitted by the applicant</b> , 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 criminal FPS Number. 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. <b>This document may not contain all criminal record convictions associated with the applicant.</b>
<input type="checkbox"/>	<b>INCOMPLETE</b>	<b>Based solely on the name(s) and date of birth provided and the criminal record information declared by the applicant</b> , a search of the RCMP National Repository of Criminal Records <b>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 by an authorized police service or accredited private fingerprinting company which has not been done.</b> 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.

**2. RESULTS OF INVESTIGATIVE DATABANK /LOCAL INDICES – POLICE INFORMATION CHECK ONLY**

<input type="checkbox"/>	<b>NEGATIVE</b>	No Information was revealed that can be disclosed in accordance with federal laws, RCMP policies and L.E.A.R.N. Guideline for Police Record Checks.
<input type="checkbox"/>	<b>POSITIVE</b>	See attached page(s) for details.

Date of Search

Clerk #

**► NOT VALID UNLESS EMBOSSED WITH POLICE SEAL**

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 this collection should be directed to: Information and Privacy Co-Ordinator, PO Box 60, Windsor, Ontario, N9A 6J5, 519-255-6700 X4145.