



LONDON POLICE SERVICE

MUST SELECT ONE

- ☐ CRIMINAL RECORD CHECK (CRC)
- ☐ CRIMINAL RECORD AND JUDICIAL MATTERS CHECK (CRJMC)
- ☐ VULNERABLE SECTOR CHECK (VSC)
- ☐ ADOPTION

TO BE COMPLETED BY APPLICANT

Mailing Address (name, street, city, province, postal code) \*if different from residential address below\*

Date of Request  
\_\_\_\_/\_\_\_\_/\_\_\_\_  
yyyy / mm / dd

Last Name

First Name

Middle Name

Maiden Name or other Last Names

# and Street Name

Apt/Unit #

Other First Names

Date of Birth  
\_\_\_\_/\_\_\_\_/\_\_\_\_  
yyyy / mm / dd

Age

Gender

City

Province

Postal Code

Place of Birth

Contact phone number

Email address

Address History – include all other addresses where you have resided in the past 5 years (include out of county addresses)

Street name # (please state below)	Apt/Unit #	City	Province

Identification – 2 pieces Government issued ID - 1 must include the applicant’s name, date of birth, signature and photo of applicant

Type of Identification produced	ID number – do <u>NOT</u> record Health or SIN card numbers	Proof of London address (exclude CRC)
Type of Identification produced	ID number – do <u>NOT</u> record Health or SIN card numbers	<input type="checkbox"/> Viewed

SELF DECLARATION (if applicable)

☐ Declaration of Criminal Record Attached      ☐ No Criminal Record

Reason for Request: (please fill out the following) \*\*if under 18 years, refer to the Government Agency Section on back\*\*

Specifically state the Reason / Duties for Criminal Record Check or Criminal Record and Judicial Matters Check or Vulnerable Sector Check:

Name of Employer/Organization/School/Other requesting Check:

Check box of Vulnerable Person(s) you will be responsible for the well-being of (can check off more than one (1) if applicable):  
☐ Children (under 18)    ☐ Elderly (over 65)    ☐ Physically disabled    ☐ Mentally disabled    ☐ Infirm

The Criminal Record Check will include the following information as it exists on the date of the search:

- Criminal convictions from the Canadian Police Information Centre “CPIC” and/or local databases and Summary convictions for the past five (5) years, when identified

The Criminal Record and Judicial Matters 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, Probation and Prohibition Orders – as per CPIC policy, information obtained from the Investigative Databank must be confirmed and authorized for release by the contributing agency
- Absolute and Conditional Discharges per the Police Record Checks Reform Act schedule

The Vulnerable Sector Check will include all of the above and the following information as it exists on the date of the search:

- In very exceptional cases, where it meets the Public Safety Test, non-conviction dispositions including but not limited to, Withdrawn and Dismissed
- Not Criminally Responsible by Reason of Mental Disorder
- All record suspensions for release by the Minister of Public Safety
- Youth Criminal Justice Act findings of guilt will be released on applications to government agencies

CONSENT

1. I hereby authorize the London Police Service to conduct a search based on the names(s), date of birth and declared criminal record history, to obtain the information required to complete the Police Record Check and disclose such information to me. This includes a search of the London Police Service Records Management System (RMS) and the Canadian Police Information Centre (CPIC) database, maintained by the RCMP. This search of the CPIC database includes a search of the Identification Data Bank (known as the National Respository of Criminal Records), the Investigative Data Bank and the Police Information Portal (PIP)

2. I hereby release and discharge the London Police Services Board and all members and employees of the London Police 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 the information to me by the London Police Service. I hereby authorize the London Police Service to inquire into and disclose results of any police records to me including: criminal convictions (summary and indictable); absolute and conditional discharges; and cases of not criminally responsible for reasons of mental disorder; outstanding entries such as charges, judicial orders, probation and prohibition orders and to conduct a local police contact search with any Police Service in Canada

3. 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.

4. **For Vulnerable Sector Check applicants that are 18 years of age or older:** 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 records suspension (pardon) for, any 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 record suspension 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 Minister of Public Safety, 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 fo that information to the person or organization referred to the above that requested the verification, that information will be disclosed to that person or organization

5. I understand that the prescibed fee is non-refundable

Applicant’s Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
yyyy / mm / dd

POLICE USE ONLY – Request reviewed and non-refundable fee(s) received by:

Verified by - Name	Employee #	Initials	Paid by	<input type="checkbox"/> Volunteer \$15.00	<input type="checkbox"/> Other \$45.00
--------------------	------------	----------	---------	-----------------------------------------------	-------------------------------------------

Personal Information contained on this form is collected pursuant to the *Police Service Act s.41*, and is collected for the purpose of processing a police check. Questions concerning this collection should be directed to the **London Police Service, Records Screening Unit, 601 Dundas St, London ON, N6B1X1**



TO BE FILLED OUT BY APPLICANTS UNDER THE AGE OF 18 YEARS  
AND WHOM REQUIRE THIS CONSENT FOR A POSITION WITH A GOVERNMENT AGENCY

Name of Government Agency:

Address of Government Agency:

Position with Government Agency: