

A. Personal Information

Surname (last name):		Given name(s):	
Surname (last name) at birth:		Former name(s):	
Place of birth (City, Province/State, Country):			
Date of birth (YYYY-MM-DD):		Sex (check one) ☐ Female ☐ Male	
Phone number(s):		Email address:	
Current Home Address			
Number	Street	Apartment	City
Province/Territory/State		Postal/ZIP code	
Previous Address(es) Within the Last 5 Years (attach additional page if necessary)			

B. Reason for the Criminal Record Verification

Reason for Request (example Employment - Employer - Job Title):	
Organization Requesting Search:	
Contact Name:	Contact Phone Number:

C. Informed Consent

SEARCH AUTHORIZATION - I HEREBY CONSENT TO THE SEARCH OF the RCMP National Repository of Criminal Records based on the name(s), date of birth and where used, the declared criminal record history provided by myself. I understand that this verification of the National Repository of Criminal Records is not being confirmed by fingerprint comparison which is the only true means by which to confirm if a criminal record exists in the National Repository of Criminal Records.

POLICE INFORMATION SYSTEM(S) - I HEREBY CONSENT TO THE SEARCH OF police information systems, as part of a Police Information Check, which will consist of a search of the following systems (check applicable):

- ☒ CPIC Investigative Data Bank ☒ Police Information Portal (PIP)
- ☐ OTHER:

AUTHORIZATION AND WAIVER to provide a confirmation of criminal record or any police information.

I certify that the information set out by me in this application is true and correct to the best of my ability. I consent to the release of the results of the criminal record checks to RS Investigations _____, located in Lachute (PQ) Canada _____
Company Name City and Country

I hereby release and forever discharge all members and employees of the processing Police Service and the Royal Canadian Mounted Police 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 Cobourg Police Service _____ to RS Investigations _____, Lachute (PQ) Canada _____
Name of Processing Police Service Company Name City and Country

Signature of Applicant	Date			Signed at
	Year	Month	Day	
	City			Province/Territory

D. Identification Verification

☒ Physical Identity Verification (fill in section D) ☐ Electronic Identity Verification

Witnessing Agent's Name:	Identification Verified:
Witnessing Agent's Signature	Type of Photo ID Viewed (Government Issued) & Secondary ID

Name and location of the company where information will be stored in Canada: RS Investigation, Lachute (PQ) Canada

****Information related to this criminal record check is collected, retained and disclosed in accordance with applicable privacy legislation.****

How to complete the criminal record check form

Please note that any incomplete or illegible document will be returned to you for correction.

Consent

The candidate must complete all sections of the form in black or blue ink and ensure that all information is readable.

Provide the reason for the request (for example: Employment)

The applicant must read and understand this consent and sign where indicated "Signature of Applicant" and include the date, city and province where the document was signed.

Any form not signed by the candidate cannot be processed.

Identity verification process

The candidate must present their identity documents before a criminal record search made from their name can be carried out. A legible copy of the identification documents must be provided with the consent form.

The candidate must present two pieces of identification, one of which must be government issued and include the candidate's name, date of birth, signature and photo.

Eligible ID with photo

- Driver's license (issued by a Canadian province or territory) or Nexus card.
- Driving license from another country
- Health insurance card with photo
- Canadian passport
- Passport from another country
- Canadian citizenship card
- Permanent Resident Card (PRC)
- Certificate of Indian status
- Federal, provincial or municipal identity card

Note: Social insurance card is not accepted as ID

A witness must verify the identification documents provided by the candidate and ensure that they belong to the person signing the consent form. Note that the witness may be contacted as part of a verification of this procedure to confirm that he has carried out the verification. The witness verifying the applicant's identity must compare the signature that appears on the government-issued ID to the signature on the consent form.

The witness must meet one of the following requirements:

- Be an employee of the company requesting the verification
- Be a duly authorized and certified Commissioner for Oaths
- Be an independent witness.

Note: An independent witness must be someone who is not related to the candidate by marriage, family or intimate relationship. The witness must be at least 18 years old and have known the candidate personally for at least two years. Knowing the candidate implies that the witness can confirm certain personal characteristics of the candidate, such as his name, approximate age, place of birth, physical description and part of his personal history).

Transmission of your request

Once the consent form has been completed by the candidate and the verification of identity completed, send your request with the completed form and photos of the identity documents to info@rsenquetes.ca.