



## REQUEST FOR CRIMINAL RECORD CHECK

To Whom It May Concern,

The bearer of this letter has applied for a Coaching or Manager's position or to be a member of our Executive Team with Port Coquitlam Ridge Meadows Ringette Association working with children ages 5-18. Since all of our volunteers work directly with children under the age of 19 and may act as legal guardians accompanying children to different programs, games and events, Port Coquitlam Ridge Meadows Ringette Association requires that all Coaches, Managers, and Executive 19 years and older have a Criminal Record Check done prior to participating in any of our programs.

We hereby request that you complete a Criminal Records Check on the individual presenting this letter. The results of the search can be forwarded to me at the address below or given to the individual applying for it to be done.

Please feel free to contact me if you require any further information.

Yours truly,

*Kelly Stanoffsky*

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