

E-mail: orders@backcheck.ca

Toll Free Fax: 1-866-323-3097

Fax: 604-323-3097

1. Client Contact Information:

Company:▼ Harvest Bible Chapel	Location:▼ Barrie	Date:▼ / /
Hiring Manager:▼ Jeannie Coros	Phone Number:▼ 705.739.8613 or 705.627.3596	Email Results to:▼ jcoros@harvestbarrie.ca

2. Candidate Contact Information:

E-mail Address:▼	Phone Number:▼
------------------	----------------

3. Service Menu – please services requested

- Name Based Canadian Criminal Record Check – Employee
- Name Based Canadian Criminal Record Check – Volunteer

4. Harvest Bible Chapel representative please complete the following:

ID Check is MANDATORY for a Name Based Criminal Record Check

Two (2) pieces of legible identification are required:

1. The first of which must be government-issued and include the applicant's name, date of birth, signature and photo (e.g. *Driver's License, Passport, Citizenship Card, Permanent Resident Card, Certificate of Indian Status*).
2. The second should be government-issued, however at minimum it must include the full name of the candidate.
~ Please send legible copies of the identification to BackCheck along with this cover and consent form. ~

Candidate Name:▼	Position Applied For:▼
ID Verification One (1):	Type:▼ Identification Number:▼
ID Verification Two (2):	Type:▼ Identification Number:▼

I Jeannie Coros have examined the identification of _____
Print Name of Representative Print Name of Candidate
 and I am satisfied that the candidate and person depicted in the photo identification are one and the same.

Signature of Rep. Confirming ID Check:
X

Please **E-mail** or **Fax** the corresponding BackCheck consent forms along with supporting documents:

- Copy of Candidate's ID**

Please ensure printing is 100% legible

E-mail: orders@backcheck.ca

Toll Free Fax: 1-866-323-3097

Fax: 604-323-3097

Consent for Disclosure of Personal Information

Name Based Canadian Criminal Record Check

To ensure accuracy, you must PRINT in clear CAPITAL letters and complete this form in its entirety.

PLEASE NOTE: The following information and photocopies of identification are for identification purposes only, allowing BackCheck to accurately proceed with the assembly of a name based criminal record check for employment/volunteer purposes. BackCheck will hold all personal information confidential.

Given Name(s): ▼		Middle Name(s): ▼		Gender: ▼ <i>Check One</i> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	
Surname: ▼			Maiden name: ▼		
Aliases, nicknames and any other names: ▼					
Place of Birth: ▼			Date of Birth: ▼		
City Province Country			yyyy / mm / dd		
Current Address: ▼			From: ▼		To: ▼
Unit Number Street Number Street Name			yyyy mm dd		yyyy mm dd
Current Address Continued: ▼					
City Province Country			Postal Code		
Previous Address – if less than 5 years ago: ▼			From: ▼		To: ▼
Unit Number Street Number Street Name			yyyy mm dd		yyyy mm dd
Previous Address – Continued: ▼					
City Province Country			Postal Code		
Telephone Number: ▼		Alternative Telephone Number: ▼		Position Applied For: ▼	

I certify that the information in this Disclosure for Personal Information is true and correct to the best of my ability.

Declaration of Offences	Have you been convicted of a criminal offence for which a pardon has not been granted? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	If you have answered Yes to the question above, please provide details on ALL convictions (attach additional pages if required):		
	Offence	Date (yyyy/mm/dd)	Location
	Penalty		

Disclaimer: The existence of a conviction will not preclude you from consideration for employment or a volunteer position with **Harvest Bible Chapel**. Details of the offence are requested to enable **Harvest Bible Chapel** to determine whether the offence is related to your position.

Statement of Understanding and Consent	<p>I have applied to Harvest Bible Chapel for employment or a volunteer position. Part of the screening process includes a search of the National Criminal Records repository, known as the Canadian Police Information Centre (CPIC) database, maintained by the RCMP using the name(s) and date of birth provided above. BackCheck conducts these investigations on behalf of Harvest Bible Chapel.</p> <p>I hereby consent and authorize a Canadian Police Department to search for and disclose on my behalf to BackCheck who is requesting a name based Canadian criminal record check on behalf of Harvest Bible Chapel the fact that records may exist on me and are registered on the CPIC database. I acknowledge that these records include information relating to criminal convictions under the <i>Criminal Code</i> and other <i>Federal Statutes</i> (Canada) for which a pardon has not been granted.</p> <p>I authorize BackCheck to release all information obtained to Harvest Bible Chapel and hold harmless BackCheck, its police partners and the RCMP upon the release of this information or its findings to Harvest Bible Chapel. I understand that failing to provide accurate information or omission of facts herein may disqualify me from consideration for employment or a volunteer position with Harvest Bible Chapel.</p> <p>Furthermore, if there is a discrepancy with the information provided by myself on this form and that disclosed by a Canadian Police Department during this investigation of my criminal records history, I understand that I have the option to provide my fingerprints to resolve any discrepancy or dispute. This request is made in compliance with any applicable federal, provincial or municipal public sector privacy legislation which allows a public body or municipality to disclose my personal information to me or my agent upon my request. Also the 'Supplemental Information Sheet Regarding Name Based Criminal Record Checks' has been made available to me.</p>		
	Candidate Signature: <i>Authorizing Name Based Criminal Record Check</i> X	Date: (yyyy/mm/dd) ▼	
	Harvest Bible Chapel Representative's Signature: <i>Witnessing the candidate's signature</i> X	Date: (yyyy/mm/dd) ▼	