

# Request for Criminal Record Search

Client/Company Name: \_\_\_\_\_

Company Fax Number: \_\_\_\_\_

Reason for Application: \_\_\_\_\_

NAME OF APPLICANT: \_\_\_\_\_  
Surname Given Name Middle Name

MAIDEN NAME AND/OR ANY OTHER NAMES USED: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Apt.# Street/Avenue Telephone Number  
City/Town Province/State Postal/Zip Code

PREVIOUS ADDRESS IF ANY WITHIN PAST FIVE YEARS

ADDRESS 2: \_\_\_\_\_  
Apt.# Street/Avenue Telephone Number  
City/Town Province/State Postal/Zip Code

ADDRESS 3: \_\_\_\_\_  
Apt.# Street/Avenue Telephone Number  
City/Town Province/State Postal/Zip Code

DATE OF BIRTH: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ COUNTRY OF BIRTH: \_\_\_\_\_ SEX: Male / Female  
Year Month Day (circle one)

APPLICANT ID: (1) \_\_\_\_\_ ID Number \_\_\_\_\_

APPLICANT ID: (2) \_\_\_\_\_ ID Number \_\_\_\_\_

Identification Verified by: \_\_\_\_\_  
(Name of The Company representative) (Signature of The Company representative)

## part a - request for criminal record search

The Applicant hereby irrevocably requests and directs **Company** through their agent L-1 Identity Solutions, Enrollment Services Division (L-1) to conduct a Criminal Name Index Check ("CNIC") of the Applicant's name using any local Canadian police department(s) ("LPD") of L-1's choosing for the purpose of confirming whether or not the Applicant has been convicted of a criminal offence. and reporting the results of such CNIC to L-1 Identity Solutions and to \_\_\_\_\_ the company. (insert Company name here)

SIGNATURE OF APPLICANT: \_\_\_\_\_

## part b - release

The Applicant fully and finally releases and forever discharges L-1 and their respective directors, officers, employees, shareholders, insurers, representatives and all members and employees of the processing Police Services from and against any and all claims, demands, loses, fees, expenses, liabilities, damages, causes of action, actions, suits, applications, proceedings, judgments and orders of every kind, howsoever arising, related to: (a) the performance by L-1 and/or the Police Service of the Criminal Name Index Check, including the disclosure by L-1 to any LPD(s) of Personal Information; (b) any failure on the part of The Company to properly identify the Applicant; (c) any error, inaccuracy, mistake, defect, and/or omission in any Personal Information and/or in any other information received by L-1 from the Applicant and/or any LPD(s).

SIGNATURE OF APPLICANT: \_\_\_\_\_

## part c- For Completion by local police department

Search Results: No Record Found  Fingerprints Required

Signature of Police \_\_\_\_\_ Date: \_\_\_\_\_

### No Record Found

"Based Solely on the name(s) and date of birth provided, a search of the National Criminal Records repository maintained by the RCMP did not identify any records for a person with the name(s) and date of birth of the applicant. **Positive identification that a criminal record may or may not exist at the National Criminal Records repository can only be confirmed by a fingerprint comparison.** Not all offences are reported to the National Criminal Records repository. A local indices check may or may not reveal criminal record convictions that have not been reported to the National Criminal Records repository."

### Fingerprints Required

"Based Solely on the name(s) and date of birth provided, a search of the National Criminal Records repository maintained by the RCMP could not be completed. In order to complete the request, the applicant is required to have fingerprints submitted to the National Criminal Records repository by an authorized police service or accredited private fingerprinting company. **Positive identification that a criminal record may or may not exist at the National Criminal Records can only be confirmed by fingerprint comparison.** Not all offenses are reported to the National Criminal Records repository. A local indices check may or may not reveal criminal record convictions that have not been reported to the National Criminal Records repository."