



# KITIMAT Youth Soccer Association

[www.kitimatsooccer.com](http://www.kitimatsooccer.com), PO Box 428 Kitimat BC V8C 2M4, [kitimatyouthsoccer@gmail.com](mailto:kitimatyouthsoccer@gmail.com)

## Police Force or Department

Criminal Record Check (CRC)/Police Record Check (PRC) & Vulnerable Sector Check (VSC)/Vulnerable Sector Search (VSS)

Kitimat Youth Soccer screens all Volunteers and Members must apply for a Criminal Record Check (CRC)/Police Record Check (PRC) and a Vulnerable Sector Check (VSC)/Vulnerable Sector Search (VSS) upon turning 18 years, for all positions and reviews suitability of all volunteers/members on an ongoing basis.

Volunteer and any Member 18 years and up, are required to complete a Criminal Record Check (CRC/PRC), which includes a "Criminal Record Information" and a Vulnerable Sector Check (VSC/VSS), which includes a "Criminal Record Check for a sexual offence for which a pardon has been granted or issued". The Criminal Record Check (CRC/PRC) must consist of any criminal convictions, outstanding charges, regardless of outcome, including those of stay of proceedings as well as those related to non-convictions.

Kitimat Youth Soccer is a non-profit charitable organization incorporated by an Act of the Canadian Parliament on May 15, 2007. Charitable Business Numbers (BN) s-0052189.

The person presenting this letter wishes to apply to Kitimat Youth Soccer as a volunteer/member that coaches or supports children and youth (5 - 18yrs) in soccer activities and/or comes in contact with members of the vulnerable sector, such as children and youth under 18 years. It is understood that this Police Record Check (CRC/PRC) and a Vulnerable Sector Check (VSC/VSS), will be done free of charge and, where applicable, if the charge for such a request could be waived or reduced to a volunteer rate.

Kitimat Youth Soccer enjoys our partnership with the Police and would like to thank you in advance for your assistance.

Please process \_\_\_\_\_ application as they are a Kitimat Soccer Association volunteer  
(First and Last Name)

and resides in \_\_\_\_\_ and volunteers in \_\_\_\_\_.  
(City/Town) (City/Town)

Completed forms of any Kitimat Youth Soccer member requesting a Police Record Check (PRC), should be sent to\*:

**Attention: Kitimat Youth Soccer Secretary  
Kitimat Youth Soccer  
PO Box 428  
Kitimat, BC, V8C 2M4**

**\*If the Police Force requires the applicant to pick up the completed PRC in person, please remind the Applicant to do so and to have them forward the completed PRC to my attention, to the address listed above.**

Thank you for your cooperation.

Sincerely,

Bryna Kaines, KYS A Secretary