



CANADIAN CONSENT TO DISCLOSURE OF PERSONAL INFORMATION

Please Type or Print - To be completed by applicant

Surname (Provide previous name(s) prior to application if applicable)			First Name	Second Name
Maiden Name or Other Surnames Used (if applicable):			Place of Birth (If other than Canada, please also note date of entry to Canada):	
Date of Birth (YY-MM-DD)	Sex	Phone #	Driver's License Number	

Number	Street	Apt/Unit	City/Province/Country	Postal Code
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Provide previous addresses if you did not reside at the above address for more than five years

Number	Street	Apt/Unit	City/Province/Country	Postal Code
Number	Street	Apt/Unit	City/Province/Country	Postal Code

Note: Information is Collected and Disclosed According to Section 29(1) & 32 of the MFIPPA

<p>SEARCH AUTHORIZATION:</p> <p>I HEREBY CONSENT TO THE SEARCH OF:</p> <p>A. Criminal Record (Adult)</p> <p>RELEASE AUTHORIZATION AND WAIVER Authorization to Release Clearance Report or Any Police Information</p> <p>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 a Criminal Record or any Criminal Information to ISB Canada and its partners.</p> <p>I hereby release and forever discharge all members and employees of the Processing Police Service 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 Processing Police Service to ISB Canada and its partners.</p>	<p>Signed this _____ day of _____, 20____</p> <p>_____</p> <p>(Signature of Applicant)</p>
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Note: The presence of information does not necessarily mean the applicant will be disqualified from the position by the organization.

ORGANIZATION REQUESTING SEARCH	

Signature of Hiring Company Representative Confirming Applicant's Photo ID and Signature	Type of (2) pieces of Identification Viewed (DL, Birth Cert, Passport, etc.) Please send clear legible copies to ISB Canada



IMPORTANT NOTICE

Re: CPIC Reports

Effective Date: December 11, 2009

We are pleased to report that ISB Canada is able to provide Criminal Record Background Checks. Effective immediately the following has been mandated by the CPIC (Canadian Police Information Centre) board in participation with the RCMP:

- 1) An applicant must provide government-issued identification prior to undergoing a name-based criminal record check (when appearing in person before the Agent.) "Agent" being a representative of the Hiring Company. Applicant must sign the consent form.
- 2) An Applicant must provide: two (2) pieces of valid identification, one of which must be government-issued and include the Applicant's name, date of birth, signature and photo of the Applicant (one piece must from the "Photo ID Standards" list below). Copies of the identification documents must be certified by at least one of the Agents who will confirm that the Applicant signing the informed consent is the individual on the government-issued identification. The Agent verifying the identity of the Applicant must also compare the signature on the government-issued identification to the signature on the Consent and sign signifying they have done so. The Agent must send ISB Canada clear and legible copies of the provided ID.
- 3) An Applicant should also provide all Applicant names, including: given name(s); surname; maiden name (if applicable); or any name changes applicable.

Photo ID Standards

Driver's Licence (issued by Canadian province or territory), Foreign Driver's Licence, Canadian Passport, Foreign Passport, Certificate of Indian Status, Canadian Citizenship Card, Permanent Resident (PR) Card, Federal, Provincial or Municipal Identification Card, and Military Family Identification Card (MFID)

Non-Photo Identification Standards

Birth Certificate, Fishing Licence, Outdoors Card, Baptismal Certificate, Hunting Licence, Hospital Card, Canadian Blood Donor Card, Immigration Papers and a Canadian Blood Donor Card (only if date of birth indicated)

SIN & HEALTH CARDS WILL NOT BE ACCEPTED FOR EITHER FORM OF ID

Results



The results provided to the hiring company will be as follows:

1. Where it appears that a record may exist, the Police Service will issue the following response:

“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 repository can only be confirmed by 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.”

2. In the event that a record does not exist to a name-based records check the Police Service will use the following standard wording:

“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 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.”

Please contact me if you have any questions or concerns.

Regards,
Gino Fiorucci, CEO
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