



Sherwood Park Ringette Association
P.O. Box 3001
Sherwood Park, AB T8H 2T1

September 5, 2025

To Whom it May Concern,

Re: Sherwood Park Ringette Association ("SPRA") Criminal Record Check

Volunteer Name:

Volunteer Position: Coach () Manager () Other Team Staff ()

The SPRA requires our volunteers to obtain a Criminal Record Check ("CRC") as they are in a position of authority with children.

Please ensure that a CRC with a Vulnerable Sector Check is completed for the above noted individual.

If a Vulnerable Sector Search returns a possible match where fingerprints would require a thorough search, the SPRA does require fingerprints. SPRA will not cover the cost of the fingerprints.

Should you require any further information, please do not hesitate to contact the writer.

Regards,

Jenny Rolph

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Secretary

Secretary@SherwoodParkRingetteAssociation.ca