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Date: 2025/06/30

To Whom It May Concern:

Please accept this letter as confirmation that \_\_\_\_\_\_\_\_\_\_\_\_\_ has recently applied to become a volunteer with Upper Ottawa Valley Ringette Association Inc (**UOVRA**).

UOVRA is a not-for-profit association, run exclusively by volunteers, serving children and youth under the age of 18. In this volunteer position of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, this individual will be in a position of direct authority and supervision.

To complete this individual’s application process, we require a Vulnerable Sector Search. We are asking that the fees be waived to process the search.

Should you have any questions please feel free to contact me at 613-433-4100..

Thank-you for your assistance in this matter.

Sincerely,

Britney Jacques

President

Upper Ottawa Valley Ringette Association

Renfrew, ON K7V 3Z5

[president@uovringette.ca](mailto:president@uovringette.ca)