



September 2022

Ottawa Police Service
P.O. Box 9634, Station T
Ottawa, ON
K1G 6H5

Dear Sir/Madam:

_____ has applied to be a volunteer
COACH, TRAINER or MANAGER with the West Ottawa Ringette Association.

In accordance with West Ottawa Ringette Association's policies on safety and security, a "Police Records Check for Service with the Vulnerable Sector - Level 3" is required for this volunteer position.

Thank you for your attention to this matter,

Sincerely,

West Ottawa Ringette Association