



September 2021

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" is required for this volunteer position.

Thank you for your attention to this matter,

Sincerely,

Julia L Cole
WORA President

West Ottawa Ringette Association