

Company & Order Information

Company Requesting Check(s)	Contact Name	Email Address/Telephone Number

Package A B C D
 CPIC Criminal Check Include copies of I.D's
 CPIC-Premium Check Include copies of I.D's
 USA / International Criminal Check

Driver's Abstract Not available in AB
QC & BC require additional form
 Credit Check
 National Security Search
 Exit Interview

Standard Reference 1 2 3
 Entry Level Reference 1 2 3
 Executive Reference 1 2 3

Employment Verification 1 2 3
 Education Verification 1 2

Special Instructions: Add services not listed above.

Applicant's Information & Consent

Last Name: _____ **First Name:** _____ **Middle Name:** _____

Maiden Name/Alias: _____ **Birth Date:** MM: _____ DD: _____ YY: _____ **Gender:** Male Female

Driver License # _____ **SIN/SSN** _____ **Place of Birth** _____

Present Address (number, street name, apt#, city, province/state, postal/zip code)

Previous Address (if less than 5 years at current address)

I have applied to and/or am an existing employee of the Company stated above (the Client). I acknowledge that it is reasonable and necessary for the Client to request information concerning my education, employment, references, driving record, credit and/or criminal history in order to assess my suitability for employment. I understand that these investigations are conducted by the Client and/or its agent, Hire Performance Inc. (HPI) and that the Client may request HPI to provide reports from all applicable government agencies, education institutions and private businesses concerning the same. Therefore, at this time and until I specifically inform you to the contrary in writing, in compliance with all applicable human rights, consumer reporting and privacy legislation, I hereby authorize and direct you to release to the Client and/or HPI, information that you have access to concerning my education, employment, references, driving record, credit and/or criminal history.

I hereby consent to the search of: (A) Canadian Police Information Centre (CPIC) including investigative, identification and Ancillary banks. (B) Local Police Records which includes Police Information Portal (PIP) Firearms Interest Person (FIP) and Niche RMS.

I hereby authorize HPI and its authorized police service, an agent for HPI, to access my records of criminal convictions and summary of police information, by a search of the National Criminal Records Repository, for a summary of police information for which a pardon has not been granted in accordance with the Criminal Records Act. I hereby authorize HPI to provide to the Client results that will indicate whether or not a criminal record was found based on the name(s) and birth date I have provided on this form. I acknowledge that the criminal record search will be conducted on the basis of the name and birth date provided by me on this form and not through the submission of fingerprints, thus the results will be consistent with the information supplied by me and, therefore, may not be complete or accurate.

I further acknowledge that it will be my responsibility to verify and dispute information through the submission of fingerprints directly at a local police station.

I certify that, to the best of my ability, the information I have provided on this consent form and on my resume/application is complete and accurate in every respect. I understand that this consent will be valid for the duration of my employment.

Applicant's signature authorizing background check(s) as indicated above: _____ **Date** _____

Canada Criminal Record Disclosure

Do not declare the following: absolute discharges or conditional discharges, pursuant to the Criminal code, section 730. Any charges for which you have received a Pardon, pursuant to the Criminal Records Act. Any offences while you were a "young person" (12 years old but less than 18 years old), pursuant to the Youth Criminal Justice Act. Any charges for which you were not convicted, for example, charges that were withdrawn, dismissed, etc. Any provincial or municipal offences. Any charges or convictions outside of Canada. NOTE: AVOID INCOMPLETE RESULTS, LIST ALL CONVICTIONS NOT PARDONED. INCLUDE DUI CONVICTIONS.

Offence: (if more than 3 offences, request an additional form)	Conviction Date:	Location of Offence (City, Prov.)
_____	_____	_____
_____	_____	_____
_____	_____	_____

To be signed by person verifying identity. Must be 18 years of age or older.	I have examined the identification of the person stated above and I am completely satisfied that the person stated is the person depicted on the photo identification provided.	Witness Name: _____ Signature: _____
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