



HAMILTON HUSKIES HOCKEY CLUB

CRIMINAL OFFENCE DECLARATION INSTRUCTIONS

All Hamilton Huskies on and off ice volunteers, team officials, paid employees, Operating Committee and Hamilton Huskies Executive are required to have a current **Police Vulnerable Sector Check** on file with the Hamilton Huskies. The Hamilton Huskies considers Police Clearances to be valid for a period of 3 years after the date of issue.

In the intervening years, on and off ice volunteers, team officials, paid employees, Operating Committee and Hamilton Huskies Executive are required to submit a Criminal Offence Declaration.

New Volunteers

... You Need to Submit

1. A current and original **Police Vulnerable Sector Check** from the Hamilton Police Station/or your local Police Station. (Please tell them you are acting as a volunteer for the Hamilton Huskies Hockey Club)
2. No Criminal Declaration is required.

** Volunteers aged 17 and under will be required to provide an original **Criminal Record Check**

Existing Volunteers Whose Police Clearance Has or Is About to Expire

... You Need to Submit

1. A current up-to-date original **Police Vulnerable Sector Check**.
2. No Criminal Declaration is required.

Existing Volunteers Who Have A Current Police Clearance Already on File with the Hamilton Huskies:

... You Need To Submit

A Criminal Declaration is required ANNUALLY until the year in which the current police clearance expires.

NOTE: If you do not have a valid police clearance on file with Hamilton Huskies and you already have a valid **Police Vulnerable Sector Check within the last Six (6) months:**

... You Need to Submit

1. The original of the police clearance that you already have ... AND
2. A Criminal Declaration for the current year.

* Police checks can be obtained on line at <http://www.policelutions.ca/checks/services/hamilton/>