



Request to Waive Fees for Criminal Record/Vulnerable Record Check/Intervention Record Check

Date \_\_\_\_\_

Please be aware that \_\_\_\_\_ has applied for a position as  
Name of applicant

a volunteer with \_\_\_\_\_  
Name of school

According to the Administrative Procedures of East Central Alberta Schools, all applicants for such a position must provide the results of both a Criminal Record Check, a Vulnerable Record Check (RCMP) and an Intervention Record Check (Child Welfare).

As a non-profit organization, we would ask that you waive the fee for this service. If you have any questions in regard to this request, please contact the undersigned at the number below.

Thank you for your assistance in this matter.

Yours truly,

\_\_\_\_\_  
Morgan Foley  
Signature

\_\_\_\_\_  
Morgan Foley  
Name of Principal/Designate

Phone: 780-753-6838 Fax: \_\_\_\_\_

Note to Applicant:  
Criminal Record Check & Vulnerable Record Check – provide this form to the local police/RCMP office. Fees can be waived for volunteer positions only.  
Intervention Record Check – there is no fee for this service. Make application at the local Child and Family Services Authority Office.