

Record of Offences Declaration - Volunteer

Non-Vulnerable Sector



The personal information on this form is collected under the authority of section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25 and in accordance with the City's Criminal Record Check Policy 01-01-11. The information will be used for volunteer recruitment. Questions about this collection should be directed to: Talent Acquisitions Manager, Talent Acquisition, 300 City Centre Drive, Mississauga, Ontario L5B 3C1. Tel. 905-615-3200 ext. 3559.

Form Instructions

Please complete the following 3 sections (print document for signature).

Section 1

Name

Volunteer Position

Section 2

I DECLARE that:

- ☐ I **have no** outstanding charge(s) or arrest warrant(s) and have not been convicted of any offence(s) (up to and including the date of this declaration) for which a pardon has not been granted to me under the *Criminal Records Act (Canada)*

OR

- ☐ I **have** outstanding charge(s), arrest warrant(s), and/or have been convicted of one or more offences for which a pardon has not been granted to me under the *Criminal Records Act (Canada)*.

IMPORTANT NOTE: If you have checked this box, you are required:

- to contact the appropriate Volunteer Coordinator responsible for the volunteer position in which you are interested; and
- to obtain a Criminal Record Search, at your own expense, so that the City may consider your suitability for the volunteer position.

Section 3

I hereby declare that the statements made in this Declaration are complete and truthful. I undertake and agree to report immediately to the Volunteer Coordinator all changes to the information I have given above if the changes occur during my volunteer placement with the City of Mississauga.

Signature of Volunteer

Date (YYYY MM DD)

Name of Parent or Legal Guardian (if Volunteer is a Minor)

Signature of Parent or Legal Guardian

Date (YYYY MM DD)

Forward the original signed copy of this form to your Volunteer Coordinator.

PRINT

OFFICE USE ONLY

Volunteer Position

Department

Division

Location

Volunteer Supervisor/Departmental Contact

Date