

## About Canadian Criminal Records Check – National Level

|                               |   |
|-------------------------------|---|
| <b>Area Searched</b>          | National/all Provinces (major and minor offenses).  |
| <b>Source</b>                 | Law enforcement.  |
| <b>Search Period</b>          | May take up to 24 hours.  |
| <b>Content</b>                | Limited – Standard National Level search results are limited to status of “ <b>Cleared</b> ”, “ <b>Incomplete</b> ” or “ <b>Confirmed</b> ”. Normal case data such as type of charge, case number(s), etc. are currently unavailable to third parties (other than the applicant). Subjects may access their own records at any Canadian police station by completing an application and submitting to fingerprinting. |
| <b>Authorization Required</b> | Signed release. Specific release form available in Origen’s Resident Screening Landing Page, “Forms” tab.   |
| <b>Documentation Required</b> | Signed Release & 2 forms of ID that include legal name and DOB, one must be a photo ID, email to <a href="mailto:verify@origenservices.com">verify@origenservices.com</a> or may be faxed to 866-298-1278.  |

### Acceptable forms of ID with Photos:

- Drivers License
- Passport
- Permanent Resident Card
- Government Employee Card
- Canadian Citizenship Card
- Military Employment Card
- Age of Majority Card
- Indian Status Card
- International Student Card
- Possession and Acquisition License (PAL)

### Acceptable forms of ID without Photos:

- Birth Certificate
- Baptismal Certificate
- Hunting License
- Fishing License
- Hospital Card
- Canadian Blood Donor Card (only if date of birth is listed)
- Immigration papers



**Declaration of Criminal Record**

*This form is required to be filled and attached to your Informed Consent Form for a Criminal Record Verification.*

Surname (last name) \_\_\_\_\_ Given name(s) \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
YYYY-MM-DD

Information is collected and disclosed in accordance with federal, provincial and municipal laws.

A Declaration of Criminal Record does not constitute a Certified Criminal Record by the RCMP and may not contain all criminal record convictions.

Applicants must declare all convictions for offences under Canadian federal law.

**Do not declare the following:**

- A conviction for which you have received a Record Suspension (formerly pardon) in accordance with the *Criminal Records Act*;
- A conviction where you were a “young person” under the *Youth Criminal Justice Act*;
- An Absolute or Conditional Discharge, pursuant to section 730 of the *Criminal Code*;
- An offence for which you were not convicted;
- Any provincial or municipal offence, and;
- Any charges dealt with outside of Canada.

Write **NO OFFENCES** even if you have no offences.  
in box below.

**Note that a Certified Criminal Record can only be issued based on the submission of fingerprints to the RCMP National Repository of Criminal Records.**

| Offence | Date of Sentence | Court Location |
|---------|------------------|----------------|
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|         |                  |                |
|         |                  |                |

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date (YYYY-MM-DD)

Declarations continued

Write NO OFFENCES even if you have no offences in the box below.

| Offence | Date of Sentence | Court Location |
|---------|------------------|----------------|
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