



# *Kings Presbyterian Church*

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To whom it may concern:

As per the Policy Manual, the Presbyterian Church in Canada, Leading with Care program, volunteers who have direct contact with children, youth and vulnerable adults at Kings Presbyterian Church located in New Minas, Nova Scotia Canada must complete a Criminal Record Check including a Vulnerable Search. It is the responsibility of the **volunteer** to visit the local RCMP detachment or urban police in the community in which they reside and provide two pieces of identification including, a Certificate of Birth and one piece of Photo Identification which maybe a Driver's License, to complete and sign the application, to reappear to pick up the application and to then to **personally forward** the completed form to Kings Presbyterian Church.

Audrey Kruisselbrink, Chair  
Personnel Committee  
5563 Prospect Road  
New Minas, NS B4N 3K8

**Please Note: Original Copies Only, Scans for Email or Facsimiles are Not Acceptable.**

Attached please find a **Criminal Record Check Receipt Verification Form** to be signed and certified by the RCMP, Urban Police or Clerk together with an official seal or stamp and returned to the volunteer that provides verification that the process has been initiated and if notified that finger prints a second **Criminal Record Check Receipt Verification Form** is required that provides the applicant with the necessary verification that the applicant has returned to complete the required process for finger prints.

Rev. Tim Archibald and the members of the Session at Kings Presbyterian Church would like to take this opportunity to thank the members of the Royal Canadian Mounted Police and the members of the Urban Police Force for assisting and supporting the process and procedure for screening, helping to ensure that we deliver safe and enjoyable programmes for our children, youth and vulnerable adults.

If you have any questions and/or concerns, please do not hesitate to contact Rev. Tim Archibald, Tel: (902) 681-1333, [kingschurch@ns.aliantzinc.ca](mailto:kingschurch@ns.aliantzinc.ca) for verification of the status of the applicant as a volunteer.

Yours very truly,

*Audrey Kruisselbrink*

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Chair  
Personnel Committee