



## DECLARATION OF CRIMINAL CONVICTIONS

This form must be submitted with the Police Criminal Record Check form. Self-Declaration of a Criminal Record is a process whereby the applicant declares their adult criminal record convictions to the Police Service in accordance with CPIC policy requirements and federal laws.

Surname	Given Name (1)	Given Name (2)	Date of Birth (yyyy-mm-dd)
Maiden Name or other (Sur)names used		Place of Birth	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female

### Self-Declaration of Criminal Record

- Does not constitute a Certified Criminal Record by the RCMP
- May not contain all criminal convictions

### Self-Declaration should NOT include:

- Absolute/conditional discharges
- Conviction for which you have received a Pardon
- Youth Convictions (*Youth Criminal Justice Act (YCJA)*)
- Offences where there were no convictions
- Provincial/Municipal offences
- Any charges dealt with outside of Canada
- Any charges for which you received a stay of proceedings

### Note

In order to release criminal convictions identified through a name based query, the Police Service must be satisfied that the applicant's declared criminal record information is a match to their registered criminal record held at the RCMP National Repository of Criminal Records. If the Police Service is not satisfied that the applicant's declared criminal record information is a match to their registered criminal record held at the RCMP National Repository of Criminal Records **they may require the applicant to submit fingerprints** to the RCMP National Repository of Criminal Records. **Additional fees will apply if fingerprints are required.** 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

I certify that the information provided is correct to the best of my knowledge.

Signature of Applicant **X**

Date