



# Annapolis Valley

REGIONAL SCHOOL BOARD

121 ORCHARD ST, PO Box 340  
BERWICK, NOVA SCOTIA  
CANADA B0P 1E0  
TOLL FREE: 1-800-850-3887  
PHONE: 902-538-4600  
FAX: 902-538-4630  
www.avrsb.ca

**Director of Human Resources**  
**Phone: (902) 538-4610**  
**Fax: (902) 538-4635**

August 1, 2014

RCMP IN APPLICANT'S PLACE OF RESIDENCE OR IMMEDIATE AREA

To Whom It May Concern:

**RE: CRIMINAL RECORD CHECK  
VULNERABLE SECTOR CHECK (Criminal record check for a sexual offence for  
which a pardon has been granted or issued)  
FOR A VOLUNTEER**

Please complete the above mentioned checks for this individual on behalf of the Annapolis Valley Regional School Board. As this individual will be an employee of the School Board, our policies on the protection of students require that all volunteers and employees complete this process.

The applicant has two (2) pieces of identification:

- a picture ID, preferably Government issued
  - Driver's license (preferred)
  - Passport
  - identification card from Access Nova Scotia
  
- an identification with the applicant's current address on it
  - a power bill
  - a bill with the address

It is understood that the checks will not be completed without these pieces of identification.

Yours truly,

A handwritten signature in black ink that reads 'Erica Weatherbie'.

Erica Weatherbie  
Director of Human Resources

EW/sh