



Sussex Minor Hockey Association  
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[www.sussexminorchockey.weebly.com](http://www.sussexminorchockey.weebly.com)

To Whom It May Concern:

This letter is a request on behalf of Sussex Minor Hockey for a Criminal background check, including vulnerable sector check for this individual.

Joe Fudge  
Sussex Minor Hockey  
President  
1-506-651-0105

Minor Hockey Associations:

**RE: Criminal Record and Vulnerable Persons Check**

Hockey New Brunswick requires that all new and existing coaches, assistant coaches, managers, trainers and volunteers in any capacity who are planning on being involved in the upcoming season must complete a vulnerable person's check. A vulnerable person check is a criminal record search for a sexual offence for which a pardon has been granted.

Each minor hockey association is responsible to ensure that all volunteers within their association have completed the vulnerable person's check. Below is a process that the local association must follow in order to ensure that the proper background checks are taking place:

1. Have all volunteers fill out a criminal record check form that states the they want a vulnerable persons check completed and take it to their local Police Service.
2. Volunteers must return the Vulnerable Person check to the local association once complete.
3. If a person has been flagged all documentation must be sent to the Hockey New Brunswick office. Hockey New Brunswick will complete the procedure from here on out.

**Privacy Statement:**

Hockey New Brunswick acknowledges that, in receipt of information gathered under screening program, it may not disclose such information to any other person or organization, or any person within an organization unrelated to the screening process, and disclosure to any other such person constitutes a breach of the Criminal Records Act.

Respectfully,

A handwritten signature in black ink that reads "Ray Carmichael". The signature is written in a cursive, flowing style.

Ray Carmichael  
President  
Hockey New Brunswick