



**DECLARATION CONCERNING A JUDICIAL RECORD**

Volunteer  Employee

PLEASE COMPLETE THIS DECLARATION LEGIBLY USING BLOCK LETTERS

<i>Section 1</i>		<i>Personal Information</i>	
Last Name (If you have more than one last name, please enter them in the usual order)			
First Name		Middle Name	
Date of Birth	Sex: Male <input type="checkbox"/>	Female <input type="checkbox"/>	Phone Number
Current Address (number, street, apartment)			
City	Province	Postal Code	
Previous Address (number, street, apartment) (If you have been at your current address less than five years)			
City	Province	Postal Code	

Check the appropriate boxes in each of the following sections. If you require additional space to provide the information requested, continue on a separate sheet and enclose with this form. Enter your name at the top of any additional sheets.

<b>Section 2</b>	<b>Conviction (s)</b>
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**A-Criminal Offence(s)**

- I have not been convicted of a criminal offence in Canada or elsewhere.
- I have been convicted of a criminal offence and I have obtained a pardon.
- I have been convicted, in Canada or elsewhere, of the following criminal offence(s):

Offence	Date	Location of Court

**B-Penal Offence(s)**

- I have not been convicted of a penal offence in Canada or elsewhere.
- I have been convicted of a penal offence and I have obtained a pardon.
- I have been convicted, in Canada or elsewhere, of the following penal offence(s):

Offence	Date	Location of Offence and, location of Court

Section 3	Charge (s) still pending
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A-Criminal Offence(s)

I am not subject to any pending charges for a criminal offence in Canada or elsewhere.

I am subject to one or more pending charges, in Canada or elsewhere, of the following criminal offence(s):

Offence	Date	Location of Court

B-Penal Offence(s)

I am not subject to any pending charges for a penal offence in Canada or elsewhere.

I am subject to one or more pending charges, in Canada or elsewhere, of the following penal offence(s):

Offence	Date	Location of Offence and, location of Court

Section 4	Court Order (s)
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I am not subject to any court order in Canada or elsewhere.

I am subject to the following court order (s) made against me in Canada or elsewhere:

Order	Date	Place of Order

- Any person working or coming into regular contact with minor-age person must, **within ten (10) days** of being notified of a change in his or her judicial record, inform the Directors of the foundation concerned of this charge, regardless of whether the person has already filed a declaration concerning his or her judicial record.
- The foundation will verify this declaration, in particular by a Quebec police force, and may communicate or receive any information for the purpose of this verification.

NOTE

- A declaration form will be considered incomplete and will be returned to the sender if; it is not signed, or if one or more questions remain unanswered.
- A false declaration may lead to the rejection of an application or to administrative or disciplinary measures.
- The full judicial record must be declared. However, only the offence that, in the opinion of the foundation, have a bearing on the person's duties will be considered.

**I certify that all the information provided in this declaration form is accurate and complete.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Foundation Representative's Signature \_\_\_\_\_

N.B The foundation is under the obligation to verify judicial records prior to hiring. Consequently, the employment or service offer, or, as the case may be, the keeping of the new employment is conditional and will not be valid until such time as, after analysing the results, the foundation may conclude that there is no link between the candidate's record and the nature of the employment.