



PO Box 3191, Leduc AB T9E 6L9

To whom it may concern:

On behalf of the Leduc & District Minor Football Association we are requesting that a Criminal record check and vulnerable sector verification be completed for Carrie Tkaczuk.

This volunteer applicant has applied for a **Board Member** position with the Leduc & District Minor Football Association for the 2025 season and in this role he/she will be placed in a position of trust with children and vulnerable persons.

We request that the volunteer applicant submit to a criminal record check and a vulnerable sector check, carried out by the RCMP or police service in his or her own community. We understand that as a non-profit organization, this procedure will be cost free.

The results of the criminal record check and vulnerable sector verification will assist us in determining the individual's suitability for volunteer roles, including but not limited to coaching, training, managing, and providing first aid when required; as such they will have direct contact and/or supervisory duties with children and vulnerable persons.

We understand our obligation under the Human Rights code with respect to evaluating, hiring and training volunteers and what constitutes a "bona fide" reason for refusing to hire a volunteer with prior convictions.

We appreciate your time and cooperation with this request. If you have any questions or should you require additional information, please do not hesitate to contact me at 587-785-8456.

Sincerely,

Laura Dublanko

President, Leduc & District Minor Football Association

February 19, 2025