



VOLUNTEER SCREENING & DISCLOSURE

1. Personal Information (please print clearly)					
Last Name/ Surname		First Name/ Given Name			
Maiden Name		Middle Name		Male	<input type="checkbox"/>
				Female	<input type="checkbox"/>
Address	Street:				
	City	Province		Postal Code	
What position do you currently hold or you are applying for with the Club? (Coach, manager, treasurer, etc.)		Indicate - Team Name – Age Group – Level of Play - Other			
1.					
2.					

SCREENING DISCLOSURE FORM

PRIVACY STATEMENT

By completing and submitting this Screening Disclosure Form, you consent and authorize the Nepean Hotspurs SC to collect, use and disclose your personal information, including all information provided on the Screening Disclosure Form, Police Record Check and/or Vulnerable Sector Check for the purposes of screening, implementation of the *Nepean Hotspurs SC Screening Policy*, administering membership services and communicating with other National Sport Organizations, Provincial Sport Organizations, Sport Organizations, and other organizations involved in the governance of the sport of soccer. The Nepean Hotspurs SC does not distribute personal information for commercial purposes.

NOTICE

Failure to disclose a conviction/sanction for which a pardon has not been granted may be considered an intentional omission and subject to failure of screening requirements as required by the *Nepean Hotspurs SC Screening Policy*.

All volunteers must complete this form to be considered for a position with the Club as part of the screening process. Volunteers who have previously been screened are required to complete this form at least annually. In the event there is any change in your responses to the questions in the disclosure form after you have submitted it to the Club you are required to advise the Club immediately of those changes.



Nepean Hotspurs Soccer Club

Protected

1. Have you ever been convicted of a crime for which a pardon has not been granted?

Yes _____ No _____ If yes, please describe below for each conviction:

Name or Type of Offense: _____

Name and Jurisdiction of Court/Tribunal: _____

Year Convicted: _____ Penalty or Punishment Imposed: _____

Further Explanation: _____

2. Are criminal charges or any other sanctions, including those from a sport body, private tribunal or government agency, currently pending or threatened against you?

Yes _____ No _____ If yes, please explain for each pending charge:

Name or Type of Offense: _____

Name and Jurisdiction of Court/Tribunal: _____

Further Explanation: _____

3. Has any civil court made a finding, judgment or ruling against you, or have you entered into an out of court settlement relevant to the profession of coaching, the sport of soccer or any other sport?

Yes _____ No _____ If yes, please describe each finding, judgment or ruling below:

Civil Court Finding: _____ Out of Court Settlement: _____ Type Finding: _____

Year of Offense or Settlement: _____

Penalty or Punishment Imposed: _____

Further Explanation: _____



4. Have you ever been the subject of a decision of a court or tribunal that might reflect adversely on the profession of coaching, the sport of soccer, or any other sport?

Yes _____ No _____ If yes, please describe below:

Type of Offense: _____

Year of Decision: _____

Penalty or Punishment Imposed: _____

Further Explanation: _____

5. Have you ever been dismissed from a position due to allegations of ethical or moral misconduct?

Yes _____ No _____ If yes, please describe below:

Name of applicable Organization: _____

Date of Dismissal: _____

Reason for Dismissal: _____

6. Have you ever been disciplined or sanctioned by an international sport tribunal, by a National sport governing body outside Canada, by a National Sport Organization within Canada, or by any other any other sport Organization?

Yes _____ No _____ If yes, please describe below:

Name of applicable Organization: _____

Date of Discipline or Sanction: _____

Reason for Discipline or Sanction: _____

For more than one conviction please attach additional page(s) as necessary.



CERTIFICATION

I hereby certify that the information contained in this application is accurate, correct, truthful and complete. I further certify that I will immediately inform the Nepean Hotspurs SC of any changes in circumstances that would alter my original responses to this Screening Disclosure Form. Failure to do so may result in termination of membership and/or further discipline.

Signature: _____

Date: _____

This completed form must be submitted to the Club Office in a sealed envelope marked to the attention of the Club General Manager.

For Office Use Only					
Date Received			Received by		
<i>Action</i>	<i>Date</i>	<i>Completed by</i>	<i>Account Update</i>	<i>Init</i>	
Convenor Account Created – date					
Credentials Recorded - date					
Police Record Check - date					
Referred to Committee – date					
Committee Decision – date					
Convenor Updated					