



Manor Park
Community Council

July 16, 2018

OTTAWA POLICE SERVICES

RE: _____ (volunteer)

Print name

To Whom It May Concern:

Please accept this letter as confirmation that the person named above is a volunteer with the Manor Park Community Council (MPCC).

In their capacity as a volunteer for this not-for-profit corporation, they require a Police Records Check, Level 3: Vulnerable Sector Check (VSC).

Please waive fees associated with securing the VSC.

Should you have any questions, please do not hesitate to contact me.

Regards,
MANOR PARK COMMUNITY COUNCIL

Lana Burpee
Executive Director

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