



EMPLOYEE ORGANIZATION INFORMATION UPDATE FORM CRIMINAL RECORDS REVIEW PROGRAM

If you are an employee organization who is currently registered with the Criminal Records Review Program (CRRP) and wish to update your organization's information we have on file, please complete this form and mail, fax or email to the CRRP. The email is criminalrecords@gov.bc.ca

PART A – REGISTERED EMPLOYEE ORGANIZATION INFORMATION:

complete all of the information in PART A including your updated information.

Name of registered employee organization: \_\_\_\_\_

Organization ID# (provided by the CRRP upon registration): \_\_\_\_\_

Organization Contact person (criminal record checks resulting in a clearance are to be emailed or sent to):

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Physical Address (if different from above): \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Works With (select one):

Select the default category of Criminal Record Check to be performed for your organization.

- Children or Vulnerable Adults or Children and Vulnerable Adults

PART B – CRRP ONLINE SERVICE EMPLOYEE ORGANIZATION INFORMATION:

Our organization is (select one):

- Not enrolled in the CRRP online service
Enrolled in the CRRP online service

On behalf of the above noted organization, I hereby certify that I am the designated authorized person for updating our registered employee organization information with the CRRP.

Name/Title

Signature (on behalf of organization)

Date Signed YYYY / MM / DD