

CLUB HOUSE  
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**Ottawa Rowing Club**  
CANADA'S OLDEST ROWING CLUB FOUNDED 1867



January 5, 2012

Ottawa Police Service  
P.O. Box 9634, Station T  
Ottawa, ON  
K1G 6H5

Attention: Police Records Check for Service with the Vulnerable Sector

Dear Sirs,

Re: Police Records Check Application for: \_\_\_\_\_

The volunteer named above has applied to the Ottawa Rowing Club (ORC) as a Volunteer. In this role, volunteers may have interactions with children, youth or other vulnerable members of the community, while coaching, instructing or performing other volunteer duties at the ORC.

The Ottawa Rowing Club is a not-for-profit organization that promotes rowing at competitive and recreational levels. We request that the Ottawa Police Service waive the application fee associated with the Police Check required to volunteer with our organization.

If you have any questions, please don't hesitate to contact me.

Yours truly,  
OTTAWA ROWING CLUB,

Lana Burpee  
President

MEMBER OF  
ROWING CANADA AVIRON  
ROWONTARIO  
THE CANADIAN SECONDARY SCHOOLS ROWING ASSOCIATION