



\_\_\_\_\_

\_\_\_\_\_ (date)

\_\_\_\_\_

\_\_\_\_\_ (Detachment Name & Address)

**Re: Application for Criminal Record Check for volunteers of the**  
\_\_\_\_\_ **Citizens on Patrol Program.**  
(name of COPP group)

**Volunteers:**

I am requesting the Criminal Record Check fee be waived for the following individual to become a member of our COPP group:

\_\_\_\_\_ (Name)

Feel free to contact me if you have any questions and thank you for your assistance.

Sincerely,

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Position)

\_\_\_\_\_ (Legible Signature Name)

\_\_\_\_\_ (Phone Number)