

**DO NOT SEND THESE FORMS TO Triton Canada Inc.**

**Instructions for CPA Ontario Council Candidates**

1. Photocopy 2 pieces of ID - 1 piece must be government issued with your picture and signature.
2. Take the forms that you downloaded from the CPA Ontario website and the 2 IDs and email them to the CPA Ontario contact.
3. Once complete, CPA Ontario will file your forms with Triton.

**Attention Candidates:**

1. CPA Ontario completes section D and submits the forms and copies of your 2 pieces of ID on your behalf to Triton Canada.

**DON'T FORGET:**

1. Is the consent form completed in full signed by the the applicant?
2. Are the 2 pieces of ID (1 MUST BE GOVERNMENT ISSUED WITH PHOTO) included in the submission to Triton Canada Inc.?

\*Failing to send in a completed consent form and 2 pieces of ID will cause delays in your check being processed.

If you have any questions regarding this request or any other Triton Canada Inc. service, please contact our customer service department at: 1-844-874-8667

Yours Truly,

Triton Canada Inc. Customer Service

customerservice@tritoncanada.ca



Name and location of the company where information will be stored in Canada: \_\_\_\_\_

**\*\*Information related to this criminal record check is collected, retained and disclosed in accordance with applicable privacy legislation. \*\***

**Declaration of Criminal Record**

*This form is required to be filled and attached to your Informed Consent Form for a Criminal Record Check (CRC).*

Surname (last name) \_\_\_\_\_ Given name(s) \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
YYYY-MM-DD

Information is collected and disclosed in accordance with federal, provincial and municipal laws.

A Declaration of Criminal Record does not constitute a Certified Criminal Record by the RCMP and may not contain all criminal record convictions.

Applicants must declare all convictions for offences under Canadian federal law.

**Do not declare the following:**

- A conviction for which you have received a Record Suspension (formerly pardon) in accordance with the *Criminal Records Act*;
- A conviction where you were a “young person” under the *Youth Criminal Justice Act*;
- An Absolute or Conditional Discharge, pursuant to section 730 of the *Criminal Code*;
- An offence for which you were not convicted;
- Any provincial or municipal offence, and;
- Any charges dealt with outside of Canada.

**Note that a Certified Criminal Record can only be issued based on the submission of fingerprints to the RCMP National Repository of Criminal Records.**

Offence	Date of Sentence	Court Location

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date (YYYY-MM-DD)

Declarations continued

[illegible]