



6501 Sprott Street  
Burnaby, BC V5B 3B8

To Whom It May Concern:

**Re: Criminal Record Checks for Volunteers**

This letter is to confirm that \_\_\_\_\_ is applying for a Volunteer position as **a coach, assistant coach or team manager** with the Metro Women's Soccer League. To qualify for this position, they are required by the British Columbia Soccer Association and Metro Women's Soccer League policy to have a valid Criminal Record Check (CRC) in place as a prerequisite to working with youth players.

Your assistance in conducting a CRC in this regard is appreciated.

If we can be of further assistance please do not hesitate to contact the undersigned or the individuals listed below at your convenience.

Sincerely,

Jo-Dee Stanley  
League Manager, Metro Women's Soccer League  
admin@mwsll.com