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Criminal Record Check: Instructions for submitting your CRC request online

Once you have submitted your volunteer application please complete your criminal record check as soon as possible. If you are not able to complete the form online (i.e. do not have a Canadian address or are under 19 and do not have at least six months of a personal credit history), you will need to submit your criminal record check request via the manual paper process. Please see the volunteers section of the event website for instructions: <http://burnabyjuniorchampionships.com/>

Instructions for submitting your request online:

1. Go to <https://justice.gov.bc.ca/eCRC/>
2. Scroll down and where prompted, enter PC5BLG33EV as your access code
3. Enter the characters in red in the appropriate box
4. Click "Request a New Criminal Record Check"
5. Organization info for "2016 World Taekwondo Junior Championships - Tourism Burnaby" should appear. Click "Next".
You will not be asked for credit card information
6. Read the terms and conditions and click the bubble beside 'Yes' beside both bolded statements
7. Fill out the personal information requested
8. Answer any questions regarding your credit history
9. You're done! Record your confirmation details or print the page for your records. If you have any questions, please email Emma at volunteers.wtjc2016@gmail.com