



Application for Appointment as a Provincial Civil Constable under the Police Services Act

Justice

Security Programs Office

Application type: **NEW** **RENEWAL**

Instructions: HAND PRINT in Black or Blue Ink or TYPE ONLY

1. Last or family name applicant	First name(s)	Second name(s)	Former name, maiden name, aliases, etc.
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2. Street no. and street name or lot	Apt. no.
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3. City, Town, Village, R.R.	Postal code	Residence phone no.	Business phone no.
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4. Occupation/Profession	E-mail address	Fax (business)
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5. Are you a member of a police service in Nova Scotia or any other province, state or country? Yes No If yes, give details.

THE INFORMATION IN ITEMS 6-12 IS REQUIRED FOR A POLICE RECORDS BACKGROUND CHECK

6. <input type="checkbox"/> Male	Date of birth (y/m/d)	Place of birth	Distinguishing marks	Height	Weight	Eye colour	Hair colour
<input type="checkbox"/> Female							

7. Driver's license no.	Province/State of issue	Or government issued photo identification and type.
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8. a) If you were born outside of Canada, in what year were you admitted to Canada? _____

b) Are you legally entitled to work in Canada? yes no (Attach a copy of immigration papers, Canadian citizenship papers or work visa.)

9. List place of residence for past 5 years, exclude present address. (if space insufficient, complete on separate sheet and attach) (Street no. and name or lot, apt. no., city, town, village, R.R., postal code)	From (year)	To (year)

10. Current and previous record of employment for the past 5 years.	Employer's Name/ Address/Phone number	Type of Work	From (mo./yr.)	To (mo./yr.)	Reason for Leaving

11. Summary of experience and training in process serving. Give details. (If space insufficient, complete on separate sheet and attach)

- 12 a. Have you been convicted of an offence under any federal, provincial or territorial statutes for which you have not received a pardon? yes no
(For example, Criminal Code of Canada, Controlled Drugs and Substances Act, Liquor Control Act)
- b. Are you currently under a probation or parole order or conditional sentence? yes no
- c. Have you been pled or been found guilty of any offence for which you have been absolutely discharged, or conditionally discharged? yes no
- d. Have you been charged with any offence which is still pending? yes no
- e. Do you have any outstanding fines in default? yes no
- f. Have you been charged with any Criminal Code offence in the past 3 years? yes no

An answer of "yes" may require further information but does not necessarily affect the granting of a license.

If you answered yes to any of the above, GIVE ALL DETAILS. (If space insufficient, complete on separate sheet and attach)

Offence	Date	Place	Police Department	Sentence

Declaration and Authority for Release of Information

By signing this application:

- I hereby consent to a police records background check.
- I hereby consent to the disclosure of the results of a police records and background check, and authorize any police service that is requested to perform such a check to disclose any or all information obtained by the police records and background check, to the appropriate authority or any person authorized by them.
- I hereby consent to the sharing of this information in other provinces, states, or countries for use consistent with this application.
- I hereby agree that if an appointment is granted pursuant to this application, this authorization and consent by me shall remain in force for the duration of the period for which such appointment is issued.
- I will promptly report to the Department of Justice, Policing and Victim Services - Security Programs, any charge or conviction for a provincial and/or federal offence which occurs subsequent to the date of this authorization by me, and

I hereby certify that

- I have read and understand all parts of this application form, and
- the information provided by me in this application is true and correct to the best of my knowledge and belief.

Caution

It is an offence to knowingly furnish false information in any application under the Act. **In addition, the license may be refused.**

Signature of applicant

Date

Print name

Following is a list of supporting documents that must be submitted with the application:

- 1 current full-face photograph
- copy of driver's license or government issued photo identification with date of birth
- immigration papers or Canadian Citizenship papers (if applicable)
- appropriate licensing fee (\$25.00)
- Security Bond in Form 5 or Form 6
- Two letters of reference
- Signed Affidavit

AFFIDAVIT

Province of Nova Scotia

I, _____ of _____,
name *place*

in the County of _____, Province of _____,
county *province*

MAKE OATH AND SAY:

1. I am the applicant herein for an appointment as a Provincial Civil Constable.
2. To the best of my knowledge and belief, the information given in the application is true.

Sworn or affirmed before me at ,)
in the County of ,)
Province of ,)
on , 20 . ,)
)
)
)

A Barrister of the Supreme Court of Nova Scotia,
Commissioner of Oaths in and for the Province of Nova
Scotia, Notary Public in and for the Province of Nova Scotia

Signature of Applicant