



October 2022

To whom it may concern;

Kennebecasis Valley Basketball Association (KVBA) is a non-for-profit volunteer Minor Basketball Association providing opportunities for youth to play basketball.

We require our coaches to obtain a Vulnerable Sector Check and Criminal Background Check to coach the youth in our organization. The presenter of this letter has applied to coach in KVBA for the 2022-2023 season and is requesting a Vulnerable Sector Check and Criminal Background Check to meet this requirement.

Once this record check is complete, it is the individual's responsibility to submit to the appropriate contact within Kennebecasis Valley Basketball Association.

We thank you for your assistance with this request. If there are any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads 'Huey Lord'.

Huey Lord

President
Kennebecasis Valley Basketball Association
506-647-8126
president@kvba.ca