



August 2023

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 2023-2024 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 black ink that reads "Huey Lord". The signature is written in a cursive, flowing style.

Huey Lord

President

Kennebecasis Valley Basketball Association

506-647-8126

president@kvba.ca