

**Coaches/Trainers/Managers:**

Anyone on a coaching staff that will be going on the ice or on a bench requires a Police Record Check... No volunteer will be rostered or allowed on the ice without having a PRC on file with NHHA.

**STEPS:**

- 1- Take the PRC confirmation request form below to the Police Station on Maple Grove, Cambridge
  - 2- PRC will be completed on the spot
  - 3- If finger prints are required it may take up to 3 weeks
  - 4a- Return the Expense Reimbursement Form - place in the door mail box at NHHA office located at the WRC
  - 4b- Return a copy of the PRC in a sealed envelope marked Attn: NHHA Privacy Commissioner - place in the door mail box at NHHA office located at the WRC
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**New Hamburg Hockey Association**

**Police Record Check Confirmation**



This is sent to verify that \_\_\_\_\_ is applying

for a Police Record Check as part of the application process to coach with the New Hamburg

Hockey Association.

Coaches Selection Committee  
New Hamburg Hockey Association