Air Cadet League of Canada

National Office

Volunteer League-to-League Transfer Form

This form is to be used for the transfer of registered volunteers from another League (Navy or Army League) to the Air Cadet League of Canada. It is created and authorized by the National Office to ensure proper documentation and oversight of inter League volunteer movements.

SECTION 1 - VOLUNTEER INFORMATION

Transferring From League: _____
Transferring To League: _____
Date of Transfer: _____

Last Name: _____ First Name: _____
Middle Names: _____ Aliases: _____

Address: _____
City: _____ Province: _____ Postal Code: _____
Home Phone: _____ Cell Phone: _____
Email: _____

SECTION 2 - IDENTIFICATION & CERTIFICATION

Driver's License #: _____ OR Passport #: _____
OR Other #: _____

Identification verified by Screening Coordinator. Initial: _____

I recognize the safety and well-being of cadets as my foremost responsibility.
I agree to notify the League of any change in status, including charges or criminal offence convictions.
I certify that the above information is true and correct.

Signature of Volunteer: _____ Date (DD-MM-YYYY): _____

SECTION 3 - INTER-LEAGUE TRANSFER DETAILS

Originating League Name: _____
Criminal Record Check Expiry Date: _____
Reason for Transfer: _____

Have there been any incidents with the current league that led to this transfer? Yes ____ No ____
If yes, please describe: _____
_____
_____

SECTION 4 - NATIONAL OFFICE REVIEW

This volunteer's transfer is: Approved _____ Denied _____
Comments: _____

Signature: _____ Verified by: _____
Position: _____ Date: _____

SECTION 5 - CONFIRMATION FROM ORIGINATING LEAGUE

I hereby confirm that all relevant documentation related to the volunteer named above, including application forms, criminal record checks, and screening documents, have been transferred to the Air Cadet League of Canada.

To the best of my knowledge, the volunteer is in good standing and is recommended for transfer.

Name of Representative: _____
Position: _____
Signature: _____ Date (DD-MM-YYYY): _____

DISCLAIMER

The volunteer's screening documentation, including any background checks and related materials, will be transferred to the receiving League as part of this process.

The validity of the existing screening will remain in effect under the auspices of the Air Cadet League of Canada until its designated expiry date.

Upon expiration, it is the responsibility of the volunteer to complete the renewal of their screening in accordance with the policies and procedures of the Air Cadet League to maintain eligibility for continued volunteer service.

Volunteer Initial: _____ Date (DD-MM-YYYY): _____