



BRITISH  
COLUMBIA

November 21, 2011

Job No.2300664-010

Nathan Charles Koebel  
Burner's Beer, Wine and Spirits (The)  
4260 Oxbow Frontage Road  
Malakwa, BC V0E 2J0

Attention:

**Re: Step 5 - Licence Approved**  
**Transfer of Licensee Retail Store Licence #195399**  
**Establishment Name: Burner's, Bar, Wine & Spirits (The)**  
**Establishment Location: 4260 Oxbow Frontage Road, Malakwa, BC**

Congratulations on your successful application to transfer the above noted licence. Attached to this letter is a copy of the validated floor plan. The licence will be sent to you by your 'preferred method of contact'.

The Legal Entity has been changed from Tripple Creek Investments Ltd. to Koebel, Nathan Charles

As indicated in the *Guide for Liquor Licensees in British Columbia*, your licence and floor plan(s) must be posted in a prominent location and readily available for inspection by police officers and liquor inspectors. A list of all managers and staff that have completed the Serving It Right Program must also be kept available. This may be in the form of a list of names and certificate numbers or photocopies of the certificates.

The details of your liquor licence — who you are, the location, size and layout of your establishment, etc. — are critical factors in the decision to grant your licence. Before you make any changes to the establishment you must have approval from the Liquor Control and Licensing Branch (LCLB). Please refer to the LCLB website for details at <http://www.pssg.gov.bc.ca/lclb> or call 1-866-209-2111.

**The transferred license will expire on November 30, 2012.** Two (2) months before your licence expires, a renewal notice will be sent to the contact address you identified on your application. Please ensure you notify the LCLB immediately if your 'preferred method of contact' changes. Failure to pay your annual licence fee before the expiry date will result in a \$200.00 late fee penalty. If your fees are not paid within thirty (30) days of the expiry date, you will need to reapply as a new applicant and pay both the application and licence fees. **Please note that you will not be able to purchase or sell liquor if your licence expires.**

Association with another business:

Licensee retail stores (LRS's) are prohibited by regulation from appearing to be associated with another business, other than related businesses such as a licensed hotel or a liquor primary establishment. This requirement has been in place since 2002. Other businesses including, but not limited to, grocery stores, must not appear to be associated with the LRS.

The same terms and conditions prohibiting the association by appearance with another business, including but not limited to grocery stores, also apply by policy to independent wine stores appointments.

.../2

Ministry of Public Safety  
and Solicitor General

Liquor Control and  
Licensing Branch

Mailing Address:  
PO Box 9292 Stn Prov Govt  
Victoria BC V8W 9J8

Telephone: 250 952-5787  
Facsimile: 250 952-7066

Location:  
4<sup>th</sup> Floor, 3350 Douglas Street  
Victoria BC

<http://www.pssg.gov.bc.ca/lclb>

The reason for this policy is that government does not support liquor sales in premises located in or associated with any other business with the exceptions of a liquor primary establishment, a licensed hotel (including the associated food primary licence), or LRS.

The following requirements generally apply to all independent wine store appointments and/or LRS licences:

- The liquor/wine store must be physically separate from any other business, with full height walls and separate storage, entrances and exits;
- The sharing of visual identifiers with other businesses, including grocery stores (eg. logos, trademarks, signage, and colour schemes) is prohibited;
- The LRS or wine store must maintain separate business and financial records;
- The LRS or wine store must not operate as a loss leader in support of the other business; and
- The LRS or wine store may not engage in any joint advertising or promotions (eg. selling trademarked or brand name non-liquor products, offering discounts in the other business based on purchases in the liquor store, redeeming gift cards from the other business, and customer loyalty programs) with the other business.

Inducements:

It is illegal for suppliers to offer, and for you to accept, inducements in various forms, including but not limited to, paying for your advertising, paying for shelf space in your stores and offering volume discounts for products.

Tastings:

You are not allowed to charge customers for tastings in the above stores.

I would encourage you to consult the Terms and Conditions Guides for Licensee Retail Stores and Off-Site Retail Wine Store Appointments that you will find on our website at [www.pssg.gov.bc.ca/lclb](http://www.pssg.gov.bc.ca/lclb).

As a reminder, only packaged snacks, liquor related items and other items such as British Columbia Lottery Corporation (BCLC) lottery products authorized by the general manager may be sold in your Licensee Retail Store.

If you have any questions relating to this letter, please feel free to contact David Jones at (250) 952 - 7056.

Sincerely,



Karen Ayers  
General Manager

KA/dj

cc: Jay Blackwell, Inspector  
Gary Barker, Regional Manager  
Sicamous RCMP (Fax: 604 - 836 - 2336)  
C.F.S.E.U. Attn: Open Source (Fax: 604-777-7939)  
Stephanie Watts - LDB (only if LRS or Manufacturers Application)

# TRANSFER OF LIQUOR LICENCE OR OFF-SITE STORE APPOINTMENT

All Licence Types

Liquor Control and Licensing Form LCLB001c

**INSTRUCTIONS:** Complete all applicable fields, attach required documents and submit with payment as outlined in PART 8.

You may complete this form, one of three ways: 1) at your computer, then print; 2) by hand - print clearly using dark ink; or 3) online through the OneStop business registry at <http://onestop.gov.bc.ca> if you are transferring a food primary.

• If you have any questions about completing this application, call the Branch toll-free at 1-866-209-2111

• Allow 4 to 6 weeks for LCLB to review and process your application.

• Download forms and supporting materials referred to in this document from: [www.pssg.gov.bc.ca/lclb](http://www.pssg.gov.bc.ca/lclb)

**NOTE: TRANSFER OF OWNERSHIP OF A LIQUOR PRIMARY CLUB LICENCE OR A VQA WINE STORE APPOINTMENT IS NOT PERMITTED**

## PART 1: Licence Type(s) to be Transferred

(Please check (✓) all that apply)

*This Column Office Use ONLY*

<input type="checkbox"/> <b>Food Primary</b>	Licence Number: _____ 2nd Licence Number (if more than one transferred): _____ Will you be changing the Establishment/Licence name? <input type="checkbox"/> Yes <input type="checkbox"/> No	(C1-LIC) _____ (L/E) _____
<input type="checkbox"/> <b>Liquor Primary</b>	Licence Number: _____ 2nd Licence Number (if more than one transferred): _____ Will you be changing the Establishment/Licence name? <input type="checkbox"/> Yes <input type="checkbox"/> No	(C1-LIC) _____ (L/E) _____
<input checked="" type="checkbox"/> <b>Licensee Retail Store</b>	Licence Number: <u>195399</u> 2nd Licence Number (if more than one transferred): _____ Will you be changing the Establishment/Licence name? <input type="checkbox"/> Yes <input type="checkbox"/> No	(C1-LIC) _____ (L/E) _____
<input type="checkbox"/> <b>Manufacturer</b> (Brewery, Distillery or Winery (on-site retail store and agent included))	Licence Number: _____ 2nd Licence Number (if more than one transferred): _____ Will you be changing the Establishment/Licence name? <input type="checkbox"/> Yes <input type="checkbox"/> No	(C1-LIC) _____ (L/E) _____
<input type="checkbox"/> <b>UBrew/UVin</b>	Licence Number: _____ 2nd Licence Number (if more than one transferred): _____ Will you be changing the Establishment/Licence name? <input type="checkbox"/> Yes <input type="checkbox"/> No	(C1-LIC) _____ (L/E) _____
<input type="checkbox"/> <b>Agent</b>	Licence Number: _____ (Note: An Agent's licence that shares a licence number with a manufacturer cannot be transferred without transferring the manufacturer's licence.)	(C1-LIC) _____
<input type="checkbox"/> <b>Off-Site Retail Store Appointment</b>	Certificate Number: _____	(C1-LIC) _____

**NOTE:** Signs should not be ordered prior to approval of the establishment's name by the Liquor Control and Licensing Branch.

For additional licences of any type, please type (or carefully print) details here:

LIQUOR CONTROL & LICENSING  
**RECEIVED**  
SEP 19 2011

**IMPORTANT:** An expired licence **CANNOT** be transferred. To avoid late fees or the licence expiring, ensure that licence renewal fees have been paid in full. There is a 30-day period after the licence expires to submit the licence fee and a \$200 late fee. After 30 days, the licence will not be renewed or transferred. The applicant must apply for a new licence. Contact LCLB to verify the licence expiry date.

## PART 2: Applicant Information

Applicant Name: NATHAN CHARLES KOEBEL  
Business Number: 851565598 RT 0002 Contact Person: NATHAN KOEBEL  
Applicant Mailing address: 4260 OXBOW FT GARDEN NALAIKWA BC V0E2S0  
(all correspondence will be sent to this address) Street City Province Postal Code  
Applicant Phone # with area code and extension: (250) 836-4600  
Applicant Fax with area code: (250) 836 4617 Applicant E-mail: S.22

**\*NOTE:** Prior to licensing applicants must have a Canada Revenue Agency issued Business Number in place in the legal name of the applicant for the liquor licence. This is the first 9 digits of your 15 digit GST/HST registration number. If you don't have a GST/HST registration number, you can apply for one through the Canada Revenue Agency at <http://www.cra-arc.gc.ca>.

1. Do you or any of your shareholders currently hold, have held, or have previously applied for a British Columbia liquor licence. Please check (☒) one box:

☐ No, I do not currently hold - and have never held or applied for - a British Columbia liquor licence.

☒ Yes, I currently hold a British Columbia liquor licence, or I have held or applied for one in the past. If Yes, provide details of current or previous licence(s) or previous applications (date held, licence #(s), location, type of licence and name of establishment(s)):

Food Primary license # 304959  
issued May 31, 2011

2. Do you hold a Rural Agency Store Appointment? Please Check (☒) one:

☒ No, I do not currently hold a Rural Agency Store Appointment.

☐ Yes, I currently hold a Rural Agency Store Appointment.

3. Do you, or any of your shareholders, have any connection, financial or otherwise, direct or indirect, with a UBrew/Uvin, distillery, brewery or winery, Liquor Primary, Food Primary, Licensee Retail Store or Off-Site Retail Store Appointment? Please check (☒) one:

☒ No, I do not have any connection, financial or otherwise, directly or indirectly.

☐ Yes, I acknowledge a connection, financial or otherwise, directly or indirectly. If Yes, provide details:

## PART 3: Type of Business

There are six types of businesses identified here. Choose (☒) the type of business used to operate the establishments you are transferring. Beneath the type of business you indicate are a list of documents to submit with this application.

☒ Sole Proprietorship

Your Legal Name:

KOEBEL

(Last)

NATHAN CHARLES

(Given Names)

Plus, you must submit:

- ☐ a completed Consent for Disclosure of Criminal Record Information (RCMP GRC3584) form,
- ☐ a completed Personal History Summary and Consent to Criminal Record Search (LCLB004) form,
- ☐ a copy of primary proof of identity (such as a driver's licence, passport or BCID card), and
- ☐ a copy of your Serving It Right (SIR) certificate.
- ☐ Statutory Declaration must be completed by all individuals that answer "yes" to question 2, 3, or 9 in the Personal History Summary and Consent to Criminal Record Search.

LCLB001c

2 of 7

Transfer of Liquor Licence - All Licence Classes

Business # 851565598 RT 0002.

☐ **Private Corporation**

The following documents are required for this type of business and must be submitted with this application:

- ☐ Certificate of Incorporation,
- ☐ Extra-provincial registration, if your business is located outside British Columbia,
- ☐ Central Securities Register,
- ☐ Notice of Articles, and
- ☐ Special Rights and Restrictions within the articles of corporation that detail the class and types of shares and whether or not each class or type of share has voting privileges (if the information is not already included in the Notice of Articles).

And, if one of the shareholders is a private corporation, a public corporation, a society or a partnership, submit all the documents listed under that business type.

Plus, all shareholders (individuals) associated with the company must submit,

- ☐ a completed Consent for Disclosure of Criminal Record Information (RCMP GRC3584) form,
- ☐ a completed Personal History Summary and Consent to Criminal Record Search (LCLB004) form,
- ☐ a copy of primary proof of identity (such as a driver's licence, passport or BCID card), and
- ☐ Statutory Declaration must be completed by all individuals that answer "yes" to question 2, 3, or 9 in the Personal History Summary and Consent to Criminal Record Search.

☐ **Partnership**

Please check (X) if you are a: ☐ Registered Partnership ☐ Non-Registered Partnership

List Partners in the space provided below.

PARTNER 1: Percentage of Ownership:		Legal Name:	
PARTNER 2: Percentage of Ownership:		Legal Name:	
PARTNER 3: Percentage of Ownership:		Legal Name:	
PARTNER 4: Percentage of Ownership:		Legal Name:	

If there are more than four partners, provide same information for other partners on separate sheet and attach. If one or more of the partners are a private corporation, a public corporation or a society, submit all the documents listed under that business type with this application.

Plus, each partner (individual) must submit:

- ☐ a completed Consent for Disclosure of Criminal Record Information (RCMP GRC3584) form,
- ☐ a completed Personal History Summary and Consent to Criminal Record Search (LCLB004) form,
- ☐ a copy of primary proof of identity (such as a driver's licence, passport or BCID card),
- ☐ a copy of one of the partner's Serving It Right (SIR) certificate, and
- ☐ Statutory Declaration must be completed by all individuals that answer "yes" to questions 2, 3 or 9 in the Personal History Summary and Consent to Criminal Record Search.

For a registered partnership the following documents are required and must be submitted with this application:

- ☐ Registration of Partnership, OR
- ☐ Partnership Agreement or Joint Venture Agreement.

☐ **Society**

The society's annual membership fee is: \$ \_\_\_\_\_ The society has \_\_\_\_\_ members.

The following documents are required and must be attached to this application:

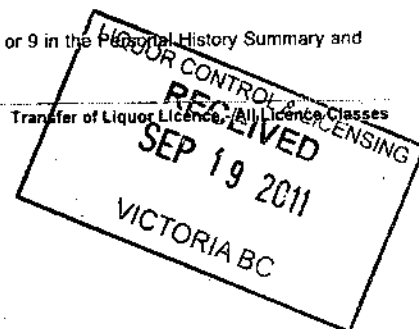
- ☐ Certificate of Incorporation under the Society Act, and
- ☐ current list of officers and directors.

Plus the top four executive officers, must submit:

- ☐ a completed Consent for Disclosure of Criminal Record Information (RCMP GRC3584) form,
- ☐ a completed Personal History Summary and Consent to Criminal Record Search (LCLB004) form,
- ☐ a copy of primary proof of identity (such as a driver's licence, passport or BCID card), and
- ☐ Statutory Declaration must be completed by all individuals that answer "yes" to question 2, 3, or 9 in the Personal History Summary and Consent to Criminal Record Search.

LCLB001c

3 of 7



☐ **Public Corporation**

Please check (X) box if your shares are publicly traded: ☐

The following documents are required for this type of business and must be submitted with this application:

- ☐ Certificate of Incorporation,
- ☐ Extra-provincial registration, if your business is located outside British Columbia, and
- ☐ List of directors and officers.

Plus the four top executive officers in your public corporation must submit:

- ☐ a completed Consent for Disclosure of Criminal Record Information (RCMP GRC3584) form,
- ☐ a completed Personal History Summary and Consent to Criminal Record Search (LCL8004) form,
- ☐ a copy of primary proof of identity (such as a driver's licence, passport or BCID card), and
- ☐ Statutory Declaration must be completed by all individuals that answer "yes" to question 2, 3, or 9 in the Personal History Summary and Consent to Criminal Record Search.

☐ **Other** This includes entities incorporated through Federal or Provincial legislation. Examples: Local Government, First Nations, colleges, universities, etc. Contact the Branch to discuss documentation requirements.

**PART 4: Licence Information**

Provide the following information for EACH licence being transferred.

What is your preferred method of contact  
(Note: This is the method your annual  
renewal notice and licence will be sent):

☐ E-mail ☐ Fax ☐ Mail

**Licence 1**

Licence number:	Date Licence expires:		
	Month/Day/Year		
Current establishment name:	Proposed establishment name:		
Current licence name (if different):	Proposed licence name:		
Establishment physical address:			
Establishment Mailing address (if different from above):			
	Street	City	Province Postal Code
	Street	City	Province Postal Code
Contact Name:	Business e-mail:		
Business Phone # with area code and extension:	Business fax with area code:		

**Licence 2**

NOTE: Only the Licence number and the licence expiry date needs to be submitted if the rest of the information is the same as above.

Licence number:	Date Licence expires:		
	Month/Day/Year		
Current establishment name:	Proposed establishment name:		
Current licence name (if different):	Proposed licence name:		
Establishment physical address:			
Establishment Mailing address (if different from above):			
	Street	City	Province Postal Code
	Street	City	Province Postal Code
Contact Name:	Business e-mail:		
Business Phone # with area code and extension:	Business fax with area code:		

(If more than two licences are being transferred, provide the same information on a separate sheet and attach to this application.)

## PART 5: Resident Manager

(Complete this section for each resident manager employed for each licence)

A licensee who does not reside in BC or who will not be present to manage the day to day business must hire an individual to manage the establishment. The resident manager must be an employee of the licensee, a resident of BC, a Canadian citizen or lawfully admitted to Canada under the Immigration and Refugee Protection Act (Canada) for permanent residence, and must be 19 years of age or over.

### Licence 1

Legal Name of Resident Manager:		Licence #:	
	(Last)	(Given Names)	

### Licence 2

Legal Name of Resident Manager:		Licence #:	
	(Last)	(Given Names)	

Submit the following documents relating to each resident manager with this application.

- ☐ a completed Consent for Disclosure of Criminal Record Information (RCMP GRC3584) form,
- ☐ a completed Personal History Summary and Consent to Criminal Record Search (LCLB004) form,
- ☐ a copy of primary proof of identity (such as a driver's licence, passport or BCID card), and
- ☐ a copy of the Resident Manager's Serving It Right (SIR) certificate
- ☐ Statutory Declaration must be completed if your resident manager answered "yes" to question 2, 3, or 9 in the Personal History Summary and Consent to Criminal Record Search.

(If additional resident managers will be employed for other licenses being transferred, provide the same information on a separate sheet and attach to this application.)

## PART 6: Additional Requirements and Information

In addition to information on this form, for EACH licence being transferred, please attach:

- ☐ Sketches or pictures of the signs for proposed use at the establishment if you are changing the name of the establishment.
- ☐ A copy of an *Agreement to Transfer Licence or Off-Site Store Appointment* (LCLB001d) signed by the current licensee for each licence being transferred. **NOTE: A transfer of licence cannot be completed without this form.**

**Licensee Retail Stores:** Please provide a copy of the Certificate of Title, fully executed lease, offer to purchase, or offer to lease in the applicant's name. **NOTE:** If you provide an offer to purchase or lease, the transfer of licence will not be approved until a Certificate of Title or fully executed lease is provided to the Branch.

**Gaming Facility with Food Primary or Liquor Primary Licences:** In order to be eligible for the transfer of ownership of a food primary or liquor primary licence located at a gaming establishment, the applicant must have a letter of support from the British Columbia Lottery Corporation (BCLC). The BCLC will issue a letter of support with approval in principle to the liquor licence applicant if they are satisfied that the applicant has met their criteria. The letter of support must accompany the application for transfer of the food primary or liquor primary licence.

**Manufacturers:** Please contact the Liquor Distribution Branch (LDB), Canada Revenue Agency (CRA) and any other relevant external agencies of your intention to transfer the licence(s) and ensure their requirements are met.

**Independent Agents:** You must advise the Liquor Distribution Branch of your intention to transfer the licence.

**Motor Vessels:** If your liquor licence is located on a motor vessel you must provide:

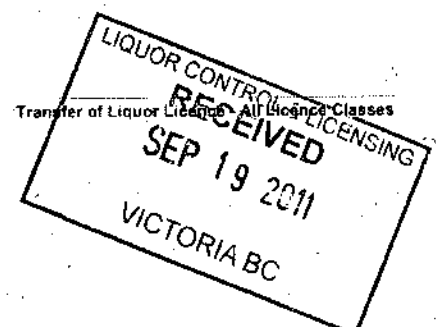
- ☐ A copy of the captain's accreditation certificate, and
- ☐ A Copy of registration and safety certificates. Motor Vessels – Passenger Vessels: Transport Canada Passenger Vessel Inspection Certificate; Charter Vessel: Small Vessel Regulation Certificate or a Courtesy Examination for Pleasure Craft.

For any changes to hours of liquor service, layout of the establishment, or the addition of a Third Party Operator, complete and include in this package the applicable Liquor Control and Licensing forms and fees:

- ☐ Application for Permanent Change to a Liquor Licence (LCLB 012);
- ☐ Application for Structural Change (LCLB 012c); and/or
- ☐ Third Party Operator Application (LCLB 026).

LCLB001c

5 of 7



## PART 7: Declaration of Signing Authority Including Valid Interest

My signature, as Applicant, indicates with respect to the licences identified in PART 4 of this application (including any licences on a separate sheet), that:

- I am the owner of the business to be carried on at the establishment or the portion of the establishment to be licensed.
- I am the owner or lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the establishment, or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will not expire for a minimum of 12 months after the date the licence is issued.
- I understand that the general manager has the right to request the following documentation supporting valid interest at any time and I agree to provide the requested documentation in a timely manner upon request:
  - o If the applicant owns the property, a Certificate of Title in the applicant's name.
  - o If the applicant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 months from the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and be signed by both the applicant and the property owner.
  - o If the applicant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). An offer must show price paid, have a term and expiry date, and be signed by both the applicant and the property owner.
- I understand that loss of valid interest at any time while holding a licence is reason for the general manager to consider cancelling the licence.
- I understand that I must advise the branch immediately if at any time the potential exists to lose valid interest either during the licensing process or once a licence has been issued.
- I understand that the name(s) on documentation demonstrating valid interest must be identical to the applicant name(s).
- As the licensee, I will be accountable for the overall operation, for all activities within the establishment and will not allow another person to use the licence without having first obtained a written approval from the general manager.
- I understand that a licence can only be renewed if I am the owner of the business carried on at the licensed establishment and I am the owner or lessee of the licensed portion of the establishment.

NOTE: An agent or lawyer acting on behalf of the applicant may not sign the declaration on behalf of the applicant.

**I solemnly declare that the statements in this declaration are true.**

(Signature of signing officer of a company or society, sole proprietor or all individuals in a partnership is here required):

Name of Official: KOEBEL / NATHAN CHARLES Position: OWNER/DIRECTOR Date: Sept 15/2011  
(last / first / middle) (Day/Month/Year)

Signature: Nathan Koebel

Name of Official: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_  
(last / first / middle) (Day/Month/Year)

Signature: \_\_\_\_\_

Name of Official: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_  
(last / first / middle) (Day/Month/Year)

Signature: \_\_\_\_\_

Name of Official: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_  
(last / first / middle) (Day/Month/Year)

Signature: \_\_\_\_\_

Section 15(2) of the Liquor Control and Licensing Act states: "A person applying for the issue, renewal, transfer, or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application commits an offence".

**False declaration of valid interest is reason for the general manager to consider terminating the licence application and/or cancelling the licence.**



**PART 8: Application Fee - \$330.00 (non-refundable) \$330 per licence x 1 of licences = \$330**

Payment is by (check (X) one): ☐ cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged)  
☐ money order, payable to Minister of Finance ☒ VISA ☐ MasterCard ☐ AMEX

If paying by credit card, please provide credit card details below:

\$22

Credit card Number

Name of cardholder (as it appears on card): TAMRYN KOEBEL

Signature: Tamryn Koebel

Or you may send in the application without credit card information, but you must telephone LCLB Head Office directly to provide the credit card number details. If so, please confirm by checking the box below:

☐ I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 to provide credit card information and understand that no action can proceed with my application until the application fee is paid in full.

**Ministry of Public Safety and Solicitor General  
Liquor Control and Licensing Branch**

Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1

For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8

Phone: 250 952-5787 Fax: 250 952-7066 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.licensing@gov.bc.ca

**PART 9: Is Your Application Package Complete?**

Please ensure that you have enclosed the following:

- ☐ Completed Transfer of Liquor Licence form (LCLB001c).
- ☐ Completed Agreement to Transfer Licence or Off-Site Store Appointment (LCLB001d).  
(NOTE: A transfer of licence cannot be completed without this form)
- ☐ Application fee of \$330. (See PART 8 of this application form.)
- ☐ All business documents identified under your business type in PART 3.
- ☐ Completed Consent for Disclosure of Criminal Record Information (RCMP GRC3584) for all required individuals.  
(Note: You must complete Part 1, 4 and 5 of the consent form and all category boxes must be initialed in section 5.) Refer to the LCLB website for information on criminal record searches: [http://www.pssg.gov.bc.ca/lclb/LLinBC/criminal\\_record\\_search.htm](http://www.pssg.gov.bc.ca/lclb/LLinBC/criminal_record_search.htm)
- ☐ Completed Personal History Summary and Consent to Criminal Record Search (LCLB004) forms for all required individuals.
- ☐ Statutory Declaration must be completed by all individuals that answered "yes" to 2, 3 or 9 in the Personal History Summary and Consent to Criminal Record Search form.
- ☐ Photocopy of primary proof of identity for all required individuals. Acceptable photo identification includes driver's licence from a Canadian jurisdiction, passport or BCID card.
- ☐ Sketch of proposed new signage (if any).
- ☐ Letter of support from BCLC if licensed establishments are located at a gaming facility.
- ☐ If transferring a Motor Vessel, documents relating to a licensed Motor Vessel, see PART 6.
- ☐ If transferring a Licensee Retail Store, a copy of the lease or Certificate of Title in the applicant's name.

**IMPORTANT NOTE:** Your COMPLETE application package must contain this application form with responses in all the applicable fields, all the required documentation AND the full fee. If your application is submitted incomplete, it will be returned to you and therefore cause a delay in the processing of your application.

In addition have you:

- ☐ Applied for or provided a social service tax number?
- ☐ Contacted the Liquor Distribution Branch, Canada Revenue Agency, or any other relevant agency regarding this transfer?

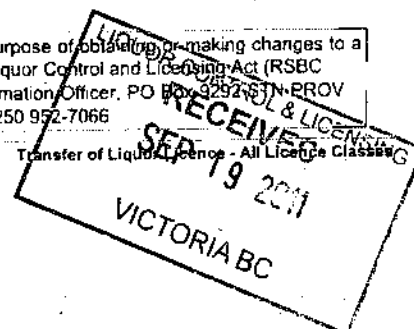
**PART 10: What Happens Next?**

1. You must submit a complete application package and application fee to Victoria Liquor Control and Licensing Branch Head Office.
2. The Liquor Control and Licensing Branch staff will review the application package for completeness and will advise you of any information/documentation required before the application can be considered complete. An incomplete application is held for 30 days.
3. If everything is in order, the local liquor inspector will be contacted and you will be required to participate in an interview with the inspector to discuss the terms and conditions of the licence.
4. The Inspector will notify the Victoria LCLB Head Office that the interview passed and that the licence will be transferred into the name of the new applicant.

Freedom of Information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to a liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 1996, c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of Information Officer, PO Box 9292 STN PROV GOVT, Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 866 209-2111. Fax: 250 952-7066

LCLB001c

1 of 7





# AGREEMENT TO TRANSFER LIQUOR LICENCE(S) OR OFF-SITE STORE APPOINTMENT TO NEW OWNER All Licence Types

Liquor Control and Licensing Form LCLB001d

**INSTRUCTIONS:** Complete all applicable fields, attach required documents and submit to the Liquor Control and Licensing Branch. You may complete this form, one of three ways: 1) at your computer, then print; 2) by hand - print clearly using dark ink; or 3) online through the OneStop business registry at <http://onestop.gov.bc.ca> if you are transferring a food primary licence. If you have any questions about completing this application, call the Branch toll-free at 1-866-209-2111.

## PART 1: Current Licensee's Business Information

Licensee Name: THE BURNER BEER, WINE + SPIRITS Business #: 890094717 RP 0001  
Contact Phone #: (250) 836-4600  
with area code: 250

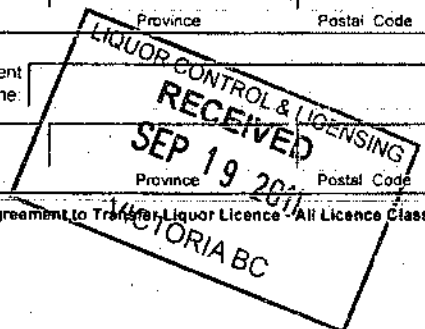
## PART 2: Licence(s) to be Transferred (Please check (X) all that apply)

Food Primary			
1. Licence #:	Expiry Date: (Month/Day/Year)	establishment name:	
Establishment physical address:	Street	City	Province Postal Code
2. Licence #:	Expiry Date: (Month/Day/Year)	establishment name:	
Establishment physical address:	Street	City	Province Postal Code
Liquor Primary			
1. Licence #:	Expiry Date: (Month/Day/Year)	establishment name:	
Establishment physical address:	Street	City	Province Postal Code
2. Licence #:	Expiry Date: (Month/Day/Year)	establishment name:	
Establishment physical address:	Street	City	Province Postal Code
X Licensee Retail Store			
1. Licence #:	Expiry Date: (Month/Day/Year)	establishment name:	
Establishment physical address:	Street	City	Province Postal Code
2. Licence #:	Expiry Date: (Month/Day/Year)	establishment name:	
Establishment physical address:	Street	City	Province Postal Code
Manufacturer (Brewery, Distillery or Winery (including on-site retail store if you have one))			
Licence #:	Expiry Date: (Month/Day/Year)	establishment name:	
Establishment physical address:	Street	City	Province Postal Code
UBrew/UVin			
Licence #:	Expiry Date: (Month/Day/Year)	establishment name:	
Establishment physical address:	Street	City	Province Postal Code

LCLB001d (last updated 14 February 2011)

1 of 2

Agreement to Transfer Liquor Licence - All Licence Classes



<input type="checkbox"/> Independent Agent	Licence #	Expiry Date: (Month/Day/Year)
<input type="checkbox"/> Off-Site Retail Store Appointment		
Certificate #	Expiry Date: (Month/Day/Year)	Establishment name
Establishment physical address:	Street	City Province Postal Code

(If you are transferring more than two licenses in a licence class, or for additional licenses of any type please use a separate sheet and attach to this agreement)

### PART 3: New Applicant Information

PLEASE PROVIDE A COPY  
OF THIS COMPLETED FORM  
TO THE NEW APPLICANT  
FOR THEIR RECORDS.

Applicant Full Name: NATHAN CHARLES KOEBEL

Applicant Phone #  
with area code: (250) 836-4600

Applicant E-mail: s.22

Contact  
Person: NATHAN KOEBEL

Contact Person  
Title/Position: TAMRYN KOEBEL / DIRECTOR

### PART 4: Agreement to Transfer Licence(s)

(Signature of signing officer of a company or society, sole proprietor or all individuals in a partnership is required here.)

I (we) hereby relinquish all rights, title and interest in the above licence when the general manager transfers the licence to the applicant. Until that time I (we) acknowledge that I (we) remain responsible as the licensee.

Full name of  
current owner: TAMRYN L - KOEBEL

Date: 13/09/2011  
(Day/Month/Year)

Signature: Tamryn Koebel

Full name of  
current owner:

Date: \_\_\_\_\_  
(Day/Month/Year)

Signature: \_\_\_\_\_

Proposed  
new owner: NATHAN C KOEBEL

Date: 13/09/2011  
(Day/Month/Year)

Signature: Nathan Koebel

Proposed  
new owner:

Date: \_\_\_\_\_  
(Day/Month/Year)

Signature: \_\_\_\_\_

(If there are more than two owners please use a separate sheet and attach to this application.)

### PART 5: What Happens Next?

1. The licensee provides a copy of the completed copy of this form to the transfer applicant (new owner) for their records.
2. The licensee submits a complete copy of this form to the Liquor Control and Licensing Branch head office in Victoria.
3. The new owner submits a complete *Transfer of Liquor Licence or Off-Site Store Appointment* form (LCLB001c).
4. If an application has not been received from the new owner to transfer the liquor licence within 30 days from the date the agreement to transfer is received by the branch, a notice to suspend the liquor licence(s) will be issued.

#### Ministry of Public Safety and Solicitor General Liquor Control and Licensing Branch

Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1

For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8

Phone: 250 952-5787 Fax: 250 952-7066 Web: [www.pssg.gov.bc.ca/lclb](http://www.pssg.gov.bc.ca/lclb) E-mail: [liquor.licensing@gov.bc.ca](mailto:liquor.licensing@gov.bc.ca)

Freedom of Information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to a liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 1996, c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of Information Officer, PO Box 9292 STN PROV GOVT, Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 866 209-2111 Fax: 250 952-7066

LCLB001d

2 of 2

Agreement to Transfer Liquor Licence - All Licence Classes



## Business Details

September 19, 2011

**Legal Name:** NATHAN C KOEBEL

### Legal Entity Details

**BN9:** 85156 5598

### Business Type:

Trans. Date	BN Partner	Business Type	Business Sub-Type
FEB 26, 2008	WorkSafeBC	Sole Proprietorship	Sole Proprietor

### Legal Names

Trans. Date	BN Partner	Name
FEB 26, 2008	CRA	NATHAN C KOEBEL
JUN 09, 2011	LCLB	Koebel, Nathan Charles
FEB 26, 2008	WorkSafeBC	NATHAN CHARLES KOEBEL

### CRA Operating Names

Seq.	Trans. Date	Expiry Date	Name
------	-------------	-------------	------

### CRA Physical Addresses

Trans. Date	Effective Date	Expiry Date	Address
JUL 22, 2010	JUL 22, 2010		4260 OXBOW FRONTAGE RD MALAKWA, BC V0E2J0, Canada
FEB 26, 2008	FEB 27, 2008	JUL 21, 2010	s.22

### CRA Mailing Addresses

Trans. Date	Effective Date	Expiry Date	Address
JUL 22, 2010	JUL 22, 2010		4260 OXBOW FRONTAGE RD MALAKWA, BC V0E2J0, Canada
FEB 26, 2008	FEB 27, 2008	JUL 21, 2010	s.22

### Service Accounts

## Program Accounts - WorkSafeBC

BN15: 85156 5598 BW 0001

Successor BN15:

Program Type: WorkSafeBC

Date Created: FEB 26, 2008

### Account Status

Trans. Date	Effective Date	Status-Reason
MAY 11, 2010	JAN 01, 2009	Closed - Closed due to Business Reason
FEB 26, 2008	FEB 22, 2008	Active

### Operating Names

Seq.	Trans. Date	Expiry Date	Name
1	FEB 26, 2008		TNK VENTURES

### Physical Addresses

Trans. Date	Effective Date	Expiry Date	Address
-------------	----------------	-------------	---------

### Mailing Addresses

Trans. Date	Effective Date	Expiry Date	Address
MAY 31, 2010	MAY 31, 2010		s.22

FEB 26, 2008 FEB 26, 2008 MAY 30, 2010

## Program Accounts - LCLB

BN15: 85156 5598 BB 0001

Successor BN15:

Program Type: LCLB - Food Primary

Date Created: JUN 09, 2011

### Account Status

Trans. Date	Effective Date	Status-Reason
JUN 09, 2011	JUN 09, 2011	Active

Cross Reference #: 304459-001

### Operating Names

Seq.	Trans. Date	Expiry Date	Name
1	JUN 09, 2011		The Burner Restaurant & Lounge

### Physical Addresses

Trans. Date	Effective Date	Expiry Date	Address
JUN 09, 2011	JUN 09, 2011		4260 Oxbow Frontage Rd MALAKWA, BC V0E2J0, Canada

### Mailing Addresses

Trans. Date	Effective Date	Expiry Date	Address
JUN 09, 2011	JUN 09, 2011		4260 Oxbow Frontage Rd Malakwa, BC V0E2J0, Canada



Ministry of Public  
Safety and Solicitor  
General

Liquor Control and  
Licensing Branch

LIQUOR CONTROL & LICENSING  
**RECEIVED**  
SEP 30 2011

VICTORIA BC

**REQUEST FOR CPIC CRIMINAL RECORD CHECK**

**TO:** RCMP Victoria Sub-division, Criminal Records Review Agency Phone: (250) 380-6114 Fax: 250 380-6262

**Note:** The information contained in this fax is supported by the attached Consent for Disclosure of Criminal Record Information (RCMP GRC3584) for each individual recorded below. This cover sheet serves only as a tool for exchanging information between the RCMP and the Liquor Control and Licensing Branch and by itself is not considered sufficient to request a CPIC.

**FROM:** Liquor Control and Licensing Branch, Victoria, BC Phone: (250) 952 - 7056 Fax: (250) 952-7034

**LIQUOR CONTROL AND LICENSING BRANCH USE ONLY** (Please print or type clearly.)

**Requested By:** David Jones **Phone #:** 952 - 7056 **Date of Fax:** September 29, 2011

The following information is requested for an individual or individuals associated with the following:  
**Establishment Name:** Bumer's Beer Wine and Spirits **Legal Entity/Applicant/Licensee:** Koebel, Nathan Charles  
**Job Number:** 2300864-10 **Licence Number:** 195399 **Type:** Transfer

**CPIC OPERATOR USE ONLY** (Please print or type clearly.)

**CPIC Operator:** G. P. FROYLAND **Date of Search:** 2011 SEP 30

**NOTE:** The CPIC information below is based on information provided to the operator as of the date shown above. Information can only be confirmed by fingerprint verification.

CPIC OPERATOR USE ONLY		NAME (SURNAME, GIVEN NAMES)	DOB (YY/MM/DD)	DRIVER'S LIC. #	SEX (M/F)
No Record Identified	May or May Not be a Record				
✓		Koebel, Nathan Charles	s.22		

by breach one or more laws. If you have received this communication in error, please notify the sender immediately by telephone.

R.C.M. Police  
Criminal Records  
Review Unit  
Victoria, BC

LCLB005 (Revised March 3, 2003 - For use only by LCLB licensing staff.)



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

# CONSENT FOR DISCLOSURE OF CRIMINAL RECORD INFORMATION

## PART 1

IF COMPLETED MANUALLY, PLEASE PRINT

Surname <b>KOESEL</b>	Given name (1) <b>NATHAN</b>	Given name (2) <b>CHARLES</b>	Sex <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Vol. no. (last, first, middle) <b>2501836-</b>
Address (no., street, apt.) <b>42101 OXBOW FRONTAGE RD MALAKINA BC</b>				
Postal code <b>V1C 2T0</b>				
Business name of firm <b>NATHAN</b>				

s.22

s.22

Pursuant to Section 8(1) of the Privacy Act of Canada, I hereby authorize the Royal Canadian Mounted Police to disclose my personal information to:

Full Name <b>LCLB</b>	Title <b>LCLB</b>	Name of organization <b>LCLB</b>
Address (no., street, apt.)	City	Province
		Postal code

## PART 2

**WAIVER AND RELEASE:**  
I hereby release and forever discharge Her Majesty the Queen in Right of Canada, the Royal Canadian Mounted Police, their members, employees, agents and assigns from any and all claims, actions, claims and demands for damages, loss or injury, which may hereafter be sustained by myself, whosoever arising out of the above authorized disclosure of information and waive all rights therein.

## PART 3

This Consent is valid for a period of three months from the date of signature.  
Signed this 11 day of Aug 2011 Signature of applicant Nathan Koessel

## PART 4

Following is information contained in the records of the RCMP or records from other police forces accessible through computer queries and is based on a name and date of birth check only. \*\*A record may or may not exist for the subject of this inquiry, positive identification and a certified criminal records check can only be obtained through a newspaper check. This can be made with the submission of a complete set of fingerprints to:

INFORMATION AND IDENTIFICATION SERVICES  
CANADIAN CRIMINAL RECORD INFORMATION SERVICES  
1200 Venter Parkway  
OTTAWA, ONTARIO K1A 0R2

**YOUTH OFFENDER INFORMATION** - The Youth Criminal Justice Act/Young Offenders Act makes it an offence to disclose young offender information. In cases where an adult's record contains young offender information or a young offender releases a copy of his/her criminal record, the criminal record information MUST be given to the requester. Individuals can disclose their own information, but even with consent the RCMP are not legally permitted to disclose young offender information.

**INSTRUCTION TO REQUESTERS:** The following section contains varying degrees of police information.

- Confirms with the party identified in PART 2, the exact information they require.
- Choose the category which best symbolizes the information you are providing consent for the RCMP to disclose and place your initials in appropriate INITIALS box.
- The party identified in PART 2 will be advised accordingly of negative checks.
- Checks resulting in possible "Hit" for information identified in categories 1, 2 or 3 will require confirmation by the submission of fingerprints.
- You will be required to confirm that information located through the checks stipulated in category 4, is your personal information.
- You may withdraw the consent prior to disclosure.

No.	Initials	Category of Information for Disclosure
1.	<i>AK</i>	Records of criminal convictions found in the Identification Data Bank accessible through the Canadian Police Information Centre (CPIC) for which a pardon has not been granted.
2.	<i>AK</i>	Records of criminal convictions accessible through CPIC for which a pardon has not been granted plus records of outstanding criminal charges which the RCMP are aware of or indicate within the Investigative Data Bank of CPIC.
3.	<i>AK</i>	Records of criminal convictions and summary of police information, including records of outstanding criminal charges which the RCMP are aware of or indicate within the Investigative Data Bank of CPIC, accessible through CPIC for which a pardon has not been granted plus records of discharges which have not been removed from the Identification Data Bank in accordance with the Criminal Records Act. This will include all charges regardless of disposition.
4.	<i>AK</i>	Police information located on computer systems (e.g. Police Information Retrieval System (PIRS), CPIC, PIRIS, PIRIS, CERS) and information located through local police in-house checks. This will include all information related to non-convictional and all charges regardless of disposition.

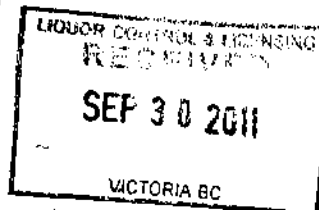
s.22

COMPLETED BY

**G. F. FROYLAND** R.C.M. Police **2011 SEP 30**

RCMP GRC 3504 (3009-02)

Criminal Records  
Review Unit  
Victoria, BC



Based on the information received, there is no criminal record identified. Information can only be confirmed by fingerprint comparison.



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

# CONSENT FOR DISCLOSURE OF CRIMINAL RECORD INFORMATION

## PART 1

IF COMPLETED MANUALLY, PLEASE PRINT

Surname <b>KOEBEL</b>	Given name (1) <b>NATHAN</b>	Given name (2) <b>CHARLES</b>	Sex <input checked="" type="checkbox"/> M <input type="checkbox"/> F	Tel. no. (incl. area code) <b>(250) 836-2512</b>
Address (no., street, apt.) <b>4260 OXBOW FRONTAGE RD MALAKWA BC</b>		City <b>BC</b>	Province <b>BC</b>	Postal code <b>V0E 2J0</b>
Usual first name or alias <b>NATHAN</b>			Maiden name/Any other Surname	

S.22

S.22

## PART 2

Pursuant to Section 8(1) of the Privacy Act of Canada, I hereby authorize the Royal Canadian Mounted Police to disclose my personal information to:

Full name	Title	Name of organization <b>LCLB</b>	
Address (no., street, apt.)	City	Province	Postal code

## PART 3

### WAIVER AND RELEASE:

I hereby release and forever discharge Her Majesty the Queen in Right of Canada, the Royal Canadian Mounted Police, their members, employees agents and assigns from any and all actions, causes of actions, claims and demands for damages, loss or injury, which may hereafter be sustained by myself, howsoever arising out of the above authorized disclosure of information and waive all rights thereto

## PART 4

This consent is valid for a period of three months from the date of signature

Signed this 11 day of Aug 2011 Signature of applicant Nathan Koebel

## PART 5

Following is information contained in the records of the RCMP or records from other police forces accessible through computer queries and is based on a name and date of birth check only. \*\*A record may or may not exist for the subject of this inquiry, positive identification and a certified criminal records check can only be obtained through a fingerprint check. This can be made with the submission of a complete set of fingerprints to

INFORMATION AND IDENTIFICATION SERVICES  
CANADIAN CRIMINAL RECORD INFORMATION SERVICES  
1200 Vanier Parkway  
OTTAWA, ONTARIO K1A 0R2

**YOUNG OFFENDER INFORMATION** - The Youth Criminal Justice Act/Young Offenders Act make it an offence to disclose young offender information in cases where an adult's record contains young offender information or a young offender requests a copy of his/her criminal record. The criminal record information MUST be given to the requester. Individuals can disclose their own information, but even with consent the RCMP are not legally permitted to disclose young offender information

**INSTRUCTION TO REQUESTERS:** The following section contains varying degrees of police information

- Confirm with the party identified in PART 2, the exact information they require
- Choose the category which best symbolizes the information you are providing consent for the RCMP to disclose and place your initials in the appropriate INITIALS box
- The party identified in PART 2 will be advised accordingly of negative checks
- Checks resulting in possible "hits" for information identified in categories 1, 2 or 3 will require confirmation by the submission of fingerprints.
- You will be required to confirm that information located through the checks stipulated in category 4, is your personal information
- You may withdraw this consent prior to disclosure

No.	Initials	Category of Information for Disclosure	FOR POLICE USE ONLY
1.	<i>AK</i>	Records of criminal convictions found in the Identification Data Bank attainable through the Canadian Police Information Centre (CPIC) for which a pardon has not been granted <b>RCMP Make CPIC Criminal Record LEVEL 1 Query ONLY</b>	<input type="checkbox"/> None located <input type="checkbox"/> ** May or may not exist
2.	<i>AK</i>	Records of criminal convictions attainable through CPIC for which a pardon has not been granted plus records of outstanding criminal charges which the RCMP are aware of or indicated within the Investigative Data Bank of CPIC <b>RCMP Make CPIC Criminal Record LEVEL 1 Query AND a Persons CPIC Query</b>	<input type="checkbox"/> None located <input type="checkbox"/> ** May or may not exist
3.	<i>AK</i>	Records of criminal convictions and summary of police information (including records of outstanding criminal charges which the RCMP are aware of or indicated within the Investigative Data Bank of CPIC) attainable through CPIC for which a pardon has not been granted plus records of discharges which have not been removed from the Identification Data Bank in accordance with the Criminal Records Act. This will include all charges regardless of disposition <b>RCMP Make CPIC Criminal Record LEVEL 2 Query AND a Persons CPIC Query</b>	<input type="checkbox"/> None located <input type="checkbox"/> ** May or may not exist
4.	<i>AK</i>	Police information located on computer systems (e.g. Police Information Retrieval System (PIRS), CPIC, PROS, PRIME, LEIP) and information located through local police indices checks. This will include all information related to non convictions and all charges regardless of disposition. <b>RCMP Make Persons Query on PIRS, CPIC, PROS, PRIME and LEIP</b> In view of the nature of this information, consent with requester for is in fact information pertaining to him/her. Requesters MUST confirm information which pertains to them prior to disclosure. If a discrepancy exists, do not disclose this information.	<input type="checkbox"/> None located <input type="checkbox"/> ** May or may not exist

## COMPLETED BY

Member (signature)	Reg. no.	Unit	Date
--------------------	----------	------	------

RCMP GRC 3564a (2008-03)





Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

## CONSENT FOR DISCLOSURE OF CRIMINAL RECORD INFORMATION

### PART 1

IF COMPLETED MANUALLY, PLEASE PRINT

Surname <b>KOEBEZ</b>	Given name (1) <b>TAMRYN</b>	S.22	Sex <input type="radio"/> M <input checked="" type="radio"/> F	Tel. no. (incl. area code) <b>(250) 836-2512</b>
Address (no., street, apt.) <b>4260 OXBOW FRONTAGE RD MALAKWA</b>		City <b>BC</b>	Postal code <b>V0E 2J0</b>	
Usual first name or alias <b>TAMRYN</b>		Maiden name/Any other Surname <b>JONES</b>		

S.22

### PART 2

Pursuant to Section 8(1) of the Privacy Act of Canada, I hereby authorize the Royal Canadian Mounted Police to disclose my personal information to

Full name <b>LCLB VICTORIA BC</b>	Title	Name of organization <b>LCLB</b>
Address (no., street, apt.)	City	Province
		Postal code

### PART 3

#### WAIVER AND RELEASE

I hereby release and forever discharge Her Majesty the Queen in Right of Canada, the Royal Canadian Mounted Police, their members, employees, agents and assigns from any and all actions, causes of actions, claims and demands for damages, loss or injury, which may hereafter be sustained by myself, howsoever arising out of the above authorized disclosure of information and waive all rights thereto.

### PART 4

This consent is valid for a period of three months from the date of signature

Signed this <b>11</b> day of <b>Sept</b> <b>2011</b>	Signature of applicant <i>Tamryn Koebel</i>
--	--

### PART 5

Following is information contained in the records of the RCMP or records from other police forces accessible through computer queries and is based on a name and date of birth check only. \*\*A record may or may not exist for the subject of this inquiry. Positive identification and a certified criminal records check can only be obtained through a fingerprint check. This can be made with the submission of a complete set of fingerprints to:

INFORMATION AND IDENTIFICATION SERVICES  
CANADIAN CRIMINAL RECORD INFORMATION SERVICES  
1200 Vanier Parkway  
OTTAWA, ONTARIO K1A 0R2

**YOUNG OFFENDER INFORMATION** - The Youth Criminal Justice Act/Young Offenders Act make it an offence to disclose young offender information in cases where an adult's record contains young offender information or a young offender requests a copy of his/her criminal record, the criminal record information MUST be given to the requester. Individuals can disclose their own information, but even with consent the RCMP are not legally permitted to disclose young offender information.

**INSTRUCTION TO REQUESTERS:** The following section contains varying degrees of police information

- Confirm with the party identified in PART 2, the exact information they require
- Choose the category which best symbolizes the information you are providing consent for the RCMP to disclose and place your initials in the appropriate INITIALS box
- The party identified in PART 2 will be advised accordingly of negative checks
- Checks resulting in possible "hits" for information identified in categories 1, 2 or 3 will require confirmation by the submission of fingerprints.
- You will be required to confirm that information located through the checks stipulated in category 4, is your personal information
- You may withdraw this consent prior to disclosure

No	Initials	Category of Information for Disclosure	FOR POLICE USE ONLY
1	<i>TK</i>	Records of criminal convictions found in the Identification Data Bank attainable through the Canadian Police Information Centre (CPIC) for which a pardon has not been granted. <b>RCMP Make CPIC Criminal Record LEVEL 1 Query ONLY</b>	<input type="checkbox"/> None located <input type="checkbox"/> May or may not exist
2	<i>TK</i>	Records of criminal convictions attainable through CPIC for which a pardon has not been granted plus records of outstanding criminal charges which the RCMP are aware of or indicated within the Investigative Data Bank of CPIC. <b>RCMP Make CPIC Criminal Record LEVEL 1 Query AND a Person's CPIC Query</b>	<input type="checkbox"/> None located <input type="checkbox"/> May or may not exist
3	<i>TK</i>	Records of criminal convictions and summary of police information including records of outstanding criminal charges which the RCMP are aware of or indicated within the Investigative Data Bank of CPIC) attainable through CPIC for which a pardon has not been granted plus records of discharges which have not been removed from the Identification Data Bank in accordance with the Criminal Records Act. This will include all charges regardless of disposition. <b>RCMP Make CPIC Criminal Record LEVEL 2 Query AND a Person's CPIC Query</b>	<input type="checkbox"/> None located <input type="checkbox"/> May or may not exist
4	<i>TK</i>	Police information located on computer systems (e.g. Police Information Retrieval System (PIRS), CPIC, PROS, PRIME, LEIP) and information located through local police indices checks. This will include all information related to non convictions and all charges regardless of disposition. <b>RCMP Make Person's Queries on PIRS, CPIC, PROS, PRIME and LEIP</b> In view of the general nature of this information, confirm with requester that it is in fact information pertaining to him/her. Requesters MUST confirm information which pertains to them prior to disclosure. If a discrepancy exists, do not disclose this information.	<input type="checkbox"/> None located <input type="checkbox"/> May or may not exist

### COMPLETED BY

Member (signature)	Reg no	Unit	Date
--------------------	--------	------	------

RCMP GRC 3584\* (2008-03)