

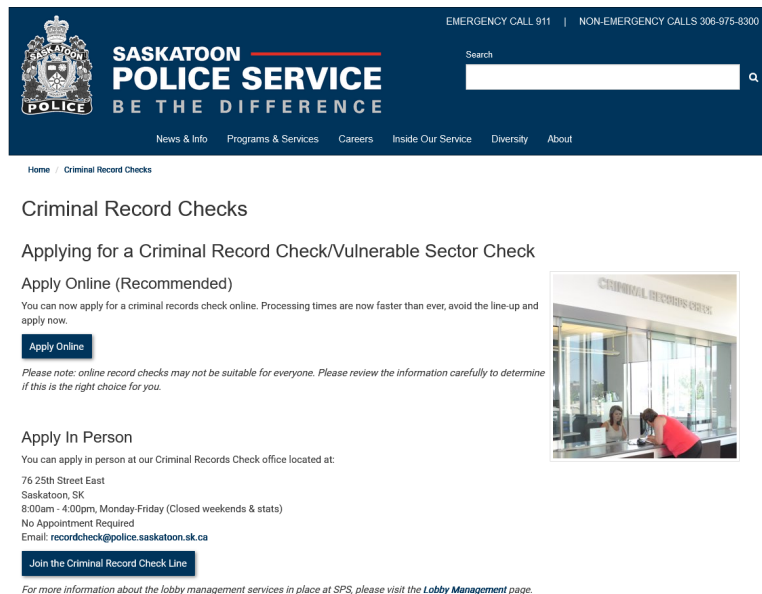
BASEBALL SASKATOON – ONLINE CRC APPLICATION PROCESS 2025

It's finally here – no more business hours, waiting in line or paying for parking at the SPS!

The only method for obtaining your CRC for 2025 is online (with exceptions).

Instructions below for all coaches:

1. Apply via the Saskatoon Police Service website and choose **APPLY ONLINE**
<https://saskatoonpolice.ca/recordcheck/>



2. If you are **not** a resident of the City of Saskatoon, you must go through the RCMP.
Message from SPS:

Please note: You ***must*** be a resident of the ***City of Saskatoon*** in order to apply through this Police Service. **Making a false statement - such as a non-resident declaring a local address at which they do not currently reside - will result in the discontinuation of application processing and the forfeiture of all monies paid.**

Please note: As of April 1, 2018 we can no longer run Criminal Record Checks for Rural Route Saskatoon addresses. You must be a resident of the city of Saskatoon in order for us to process your check with a civic street address. Please attend to the agency that polices your area:

- **RR: 1, 2, 3, 4, 7: Warman RCMP, Delisle RCMP, Martensville RCMP**
- **RR: 5, 6, 8, 9: Saskatoon RCMP**

Please contact these agencies for their hours of operation.

3. There is an online processing fee of \$9.95 + GST.

Message from SPS:

In order to use the online solution, a \$9.95 processing / authentication fee will be added to the price of each check. This covers the cost of processing the web application and authentication with a licenced consumer credit reporting agency.

- If you do not have an account established with SPS, please click the REGISTER FOR AN ACCOUNT box.

[Home](#) [Background Checks](#) [RCMP-CPIC](#) [Record Suspension](#) [About Us](#) [Contact](#) [FAQ](#) [Employer Info](#)

We are currently processing Oct 01 applications in .pdf format.

Police Background Checks
Welcome to the Saskatoon Police Service's online process for completing a criminal record check or a vulnerable sector check for volunteer or employment purposes. This process allows you to apply for a criminal record check and/or a vulnerable sector check at your leisure without having to attend SPS Headquarters. All aspects of the process - including verification of your identification and fee payment - are done electronically. Once our staff has received information, and there are no concerns or additional requirements, they will review it, conduct appropriate checks, prepare, certify send you an email with instructions on how to securely download your police check.

Register For An Account

CLICK HERE >>

Already Have An Account?

CLICK HERE >>

Please note: You **must** be a resident of the **City of Saskatoon** in order to apply through this Police Service. Making a false statement - such as a non-resident declaring a local address at which they do not currently reside - will result in the discontinuation of application processing and the forfeiture of all monies paid.

Please note: As of April 1, 2018 we can no longer run Criminal Record Checks for Rural Route Saskatoon addresses. You must be a resident of the city of Saskatoon in order for us to process your check with a civic street address. Please attend to the agency that polices your area.

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- RR: 5, 6, 8, 9: Saskatoon RCMP

Please contact these agencies for their hours of operation.

You cannot apply on behalf of another person. Authentication questions will be based on the **applicant's** personal credit file, and the questions are timed to ensure a prompt response and to further enhance security and privacy.

This process is intended for persons living and working in Canada. If you are living/working outside Canada, you should obtain a Criminal Record Check from the RCMP through the submission of fingerprints. [Click here for details.](#)

If your application is being used outside of Canada, we are unable to process a Criminal Record Check with Vulnerable Sector (VS).

Choosing the wrong type of record check option (i.e Volunteer, when it's for employment or coaching) will result in the discontinuation of application processing and the forfeiture of all monies paid. You will then have to re-apply with the correct option.

NOTE: We **do not** recommend that you attempt to use this system if you:

- Have lived in Canada for less than one year;
- Are under the age of 21 years;
- Have no established personal credit history - i.e. no credit cards, bank loans, mortgage, etc. - that is required in order to authenticate your ID using EIV

Please be aware of these requirements before creating an account. If you fail to authenticate your ID, you will be required to attend our offices in person with two pieces of ID.

REGISTRATION ACCOUNT APPLICATION:

 **Saskatoon Police Service**

[Consumer Home](#) [Business Home](#)

Registration Account Information
-- You must be a resident of Canada to apply to this platform. --

Registration Information (* = mandatory field)
* First Name:
* Last Name:
* City of Residence:
* Phone (daytime):
* Email Address:
* Email Address (verify):
* Security Question 1:
* Security Answer 1:
* Security Question 2:
* Security Answer 2:
* Agree to EULA: ☐ [View agreement...](#)
* Agree to FG Consent: ☐ [View statement...](#)
* Agree to Police Consent: ☐ [View consent...](#)
[Process My Registration](#)



PLEASE NOTE: For privacy reasons, we strongly recommend that you use an email account **to which only you have access, and that you can check regularly for messages from the police regarding the status of your application.**

As part of the process, the police may need to send you email correspondence regarding your application. In some instances, these emails may contain highly confidential information concerning records found during their background queries, and requests for details to help determine whether or not those records belong to you, or another person with a similar name and/or birthdate.

For this reason, and to ensure your personal privacy, please keep this in mind when providing an email address in your account set-up.

[eMail: Saskatoon Police Service](#)

[Forrest Green Privacy Policy](#)

For additional information, please contact:
Saskatoon Police Service
Tel: (306) 975-8305
eMail: [Saskatoon Police Service](#)

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This site is compatible with Firefox 31+, Opera 36+, Chrome 49+, Safari 10+, Edge 16+ and various mobile browsers. You should upgrade your browser if you do not meet these requirements. This site is designed for 1024x768 resolution.

5. **Once your account is set up, choose the COACHING (invoice required) CRC application and not the Volunteer Coach option.**

Family Room

Criminal Records Check w/VS (CRC-VS)	
NOTE - you must be 18 years or older to submit a Vulnerable Sector application. NOTE - We are unable to process if it will be used outside of Canada	
☐ \$75.00 - Employment Turnaround: ~5 business days Note: (incl. fostering/guardianship)	☐ \$75.00 - Unpaid Student Placement Turnaround: ~5 business days Note: (i.e. co-op assignment)
☐ \$0.00 - Volunteer Turnaround: ~5 business days Note: (incl. Schools, Churches, Community Associations)	☐ \$10.00 - Volunteer Coach Turnaround: ~5 business days Note: (Club level coaches, managers, treasurer, trainer, etc.)
☐ \$0.00 - Employment (invoice required) ** Turnaround: ~5 business days Note: (example: Callan, SK Research Council, SIIT, Dumont Institute, First Student, Saskatoon Tribal Council)	☒ \$0.00 - Coaching (invoice required) ** Turnaround: ~5 business days Note: (example: SMHA, Huskie Athletics, Baseball/Softball/Football/Basketball/Soccer Associations)

Criminal Records Check (CRC)	
☐ \$45.00 - Employment Turnaround: ~5 business days Note: (incl. SLGA liquor licensing, dealer licensing, etc.)	☐ \$45.00 - Unpaid Student Placement Turnaround: ~5 business days Note: (i.e. co-op assignment)
☐ \$0.00 - Volunteer Turnaround: ~5 business days	☐ \$45.00 - Immigration Turnaround: ~5 business days

6. **Be sure that you are applying for a Criminal Record Check with Vulnerable Sector (CRC-VS). The zones will be invoiced by the Saskatoon Police Service for all coach CRC-VS completed. You do not pay for the actual CRC – just the online processing fee noted above.**
7. **** You will need to upload the CRC authorization letter that you would have received from your zone.**
BE SURE TO COMPLETE THE AUTHORIZATION LETTER COMPLETELY BEFORE SCANNING IT OR TAKING A PHOTO OF IT TO UPLOAD.
8. Once you receive a confirmation email from SPS that your CRC background check has been completed, you will be instructed on the process of how to download the document in PDF form. Note: you will have access to download for 30 days after receipt of the completed CRC. Please download and save the CRC PDF so you can share it with the Executive member from your zone designated to collect the CRC's.

9. The download will be password protected – even when it is saved by you. Therefore, when you send your PDF CRC by email as an attachment, YOU MUST INCLUDE THE PASSWORD IN THE BODY OF THE EMAIL so the receiver can open the attachment.

10. If you are a registered team official in more than one zone within Baseball Saskatoon, you must provide the CRC to each zone that you are registered to a team with. Please follow the instructions in #8 & #9 above to send your completed CRC to each zone you are with.

REMINDER THAT THE **DEADLINE TO SUBMIT** CRC'S TO YOUR ZONE IS **MAY 15, 2025:**

Note: Processing of online CRC applications by SPS can take up to five (5) days at busy times so please complete the online CRC application in advance of the above submission deadlines.

Up to 4 coaches per 11U, 13U, 15U and 18U team, and up to 2 Rally Cap coaches will be covered by your zone. Any additional coaches above that will be covered by your team.

Thank you for your cooperation.

Please contact your designated zone CRC contact or Zone President with any questions. If you still require assistance, contact the Saskatoon Police Service Criminal Records Check Division at (306) 975-8305 or by email at recordcheck@police.saskatoon.sk.ca

Thank you for coaching and have a great season!

BASEBALL SASKATOON
executivedirector@baseballsaskatoon.com