

BACKGROUND CHECK PROCEDURE

We know how important it is to get salespeople registered as quickly as possible. Waiting for a security clearance report from your local police can cause a significant delay. We're happy to announce we have an arrangement with BackCheck which will allow applicants to:

1. Initiate your records check on-line using the BackCheck page on OMVIC's website at www.backcheck.net/OMVIC/. OMVIC compliant BackCheck reports can also be requested through the Ontario Automobile Dealers Association website at www.oada.ca or the Used Car Dealers Association at www.ucda.org.
2. Present your identification and ID verification form at any Canada Post outlet
3. Have your results sent automatically to OMVIC the next business day

To speed up the process, all new salesperson applicants should order their BackCheck records check before submitting their application to OMVIC. Once you've completed the process with BackCheck, indicate your Ontario Driver's License number in the application. You will receive your report directly from BackCheck. BackCheck reports are available before submitting your application.

We will of course be pleased to accept a security clearance report from your local police if you have already requested one.

If you've resided in Canada for less than two years you are required to provide security clearance from your home country in addition to a BackCheck report. This document must include the name, address and telephone number of the issuing agency.

Please note we cannot accept any BackCheck or police report that is more than six months old.

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