

Direction Sheet for a Criminal Record Search



City of Mississauga
Transportation & Works Department
Compliance & Licensing Enforcement
300 City Centre Drive, Ground Floor
Mississauga, ON L5B 3C1
Fax No. 905-615-3374
www.mississauga.ca/enforcement

Applications submitted for **certain types** of business licences to be issued by the City of Mississauga Compliance & Licensing Enforcement Division require the Individual, Partners or Directors to provide a Police Criminal Record Check (**a vulnerable sector verification search is not required**).

Please note that police criminal record searches issued more than thirty days from the date of a business license application and from third party sources are not acceptable.

Residents of Peel Region may obtain a Criminal Record Check at the following locations:

1. **Peel Regional Police - Sir Robert Peel Centre**, 7750 Hurontario Street, Brampton
Monday to Friday 8:00am - 6:00 p.m. & Saturday 9:30 a.m. - 4:30 p.m.
Call 905-453-2121 ext. 4390
2. **Peel Regional Police – 11 Division** at 3030 Erin Mills Pkwy., Mississauga
Monday to Friday 8:00 a.m. - 6:00 p.m. & Saturday 9:30 a.m.- 4:30 p.m.
Call 905-453-2121 ext. 2635 or ext. 2636.

The above information is subject to change. Contact Peel Regional Police at:

www.peelpolice.ca/en/services/record-checks-and-suspensions-pardons.aspx

Applicants **residing outside** of the Region of Peel may obtain a Police Criminal Record Search from Police Services in the area they reside. Peel Regional Police will not accept an application for a Police Criminal Record search from non-residents.

- a. The original Police Criminal Record Check must be delivered **IN PERSON** to Compliance & Licensing Enforcement, ground floor 300 City Centre Dr., Mississauga ON L5B 3C1.
- b. If the Police Criminal Record Check shows positive of any offence or conviction, the individual will be required to meet with the Manager of Compliance & Licensing Enforcement. Upon approval and all other requirements have been met pertaining to the application, the business licence will be issued.