
***Take this letter with you to your police agency or local RCMP detachment office**

Background check requirements for AMVIC

The Alberta Motor Vehicle Industry Council (AMVIC) regulates the automotive industry in Alberta. An applicant wishing to be licensed as a business or registered as a salesperson with AMVIC **must** provide a background check with their application.

If applicants have adult convictions for which they have not received a pardon/record suspension or unresolved charges, AMVIC requires a local Police Information Check with your city police **or**, for those who do not have a local police office, you may go to an RCMP detachment and complete a Certified Criminal Record Check (verified by fingerprints). Once the Police Information Check or Certified Criminal Record Check is received by the applicant, the original must be provided to AMVIC.