



**To Whom it May Concern:**

**CRIMINAL RECORD REVIEW FOR VOLUNTEER COACHES AT BEACON HILL BASEBALL & SOFTBALL ASSOCIATION LEAGUE**

Beacon Hill Baseball & Softball Association (BHBSA) is a community-based, volunteer run organization offering baseball and softball programs for children ages 3 to 16 from April through July, in addition to practice and development clinics throughout the year. **I am writing to request a Criminal Record Check Review for a volunteer candidate who has not been permitted to apply to the Criminal Record Review Program.**

This letter confirms that \_\_\_\_\_ is volunteering to coach a Little League baseball or softball team during our 2022 season.

BHBSA requires that all volunteers working with youth in our program undergo a criminal record review and provide a clearance letter to our Board of Directors. We request that you provide the criminal record review clearance letter directly to the individual named above. They, in turn, will provide the letter to us before the 2022 season begins (including practices).

We understand and appreciate that there is no cost to the Association or to the individual for conducting this review.

Please contact me at [president@beaconhillball.com](mailto:president@beaconhillball.com) if there are questions.

Yours sincerely,

A handwritten signature in black ink that reads 'Mark Wilson'.

Mark Wilson, President  
Beacon Hill Baseball & Softball Association