

# Ontario Photo I.D. Card Application

## Section 1 - Applicant Information (please print)

(Privacy Policy on reverse)

Applicant's Full Name

☐ check here if you do not want your name to appear on your ID card (ID number only will appear)

☐ check here if this ID card application is for your Therapy Dog (please include the dog's name here)

Unity (Member) ID# (if known) :

Address (number, street, apt.)

City

Postal Code

Tel. Number (including Area Code)

Email

Date of Birth (month/day/year)

Start Date (month/day/year)

Branch and/or affiliated Community Services Unit

List all SJA Positions Currently Held  
(e.g. superintendent, instructor, member, etc.)

I declare that (i) the statements made in this application are true and (ii) the photograph attached is a true likeness of me, or my dog.

Signature of Applicant

Date

## Section 2 - Certification by Applicant's Supervisor

By signing this application I have certified all information supplied by the applicant in this application to be true, and the photograph attached to be a true likeness of the applicant, or the applicant's dog.

Name of Supervisor

Position

Name of Branch and/or affiliated Community Services Unit

Branch Mailing Address

City

Postal Code

Telephone Number (including Area Code)

Signature of Supervisor

Date

# Ontario Photo I.D. Card Application

St. John Ambulance Ontario Photo I.D. Cards are issued to members/instructors/staff of St. John Ambulance, on request, as proof of current membership/employment.

Please read the application form carefully. For further information relevant to your application, please call 1-800-268-7581 or (416) 923-8411 ext. 282. Applications will be processed in order received. Your photo I.D. will be sent to your Branch Office.

## Instructions to the applicant:

**Step 1:** Complete and sign Section 1 of the application form (one applicant or dog per form).

**Step 2:** Obtain the Certification of the Supervisor of your Unit/Department (Section 2 of the form). Supervisors of Branches and/or Affiliated Community Services Units, who are applying for their own I.D., should have their applications certified by their senior line officer.

**Step 3:** Include one **clear colour** photograph, hard copy or electronic (electronic preferred), taken within the last 3 months, showing applicant's head and shoulders.

**Step 4:** Ensure that the application is completed in its entirety and is accompanied by a photograph (and payment if the I.D. is for a Therapy Dog - the cost of processing I.D. for the dog is \$15.00 (tax included) payable by cheque or money order to St. John Ambulance Council for Ontario). - Note: You are paying for the processing of photo ID for the dog. The dog photo ID remains the property of the St. John Council for Ontario.

**Step 5:** Forward the complete application, photograph, and payment (if applicable) to:

**Photo I.D. Program, Community Services Department,  
St. John Ambulance Council for Ontario, 46 Wellesley Street East, Toronto, ON M4Y 1G5**

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## General Information:

1. Only active members/employees of St. John Ambulance in Ontario will be issued Photo I.D. cards. All relevant membership/employment documentation must be complete before an I.D. will be processed. Note: there is no charge to members of St. John (e.g. patient care providers, therapy dog members, staff, etc.) for the processing of a photo I.D. card.
2. Photo I.D. cards may be issued to certified Therapy Dogs (pets), however the dog's photo must appear alone in the photograph and the dog owner is responsible for the cost of processing the dog's I.D. Please indicate the dog's name along with the Therapy Dog member's name under the Applicant's Name box, when applying for photo I.D. for the dog.
3. Applicants (members/staff) are responsible for providing a photograph, and for all costs associated with obtaining the photograph.
4. Photo I.D. cards (including dog photo ID) remain the property of St. John Ambulance Council for Ontario.
5. Members/staff will only wear the I.D. card/badge at/in St. John Ambulance events/facilities where appropriate.
6. On leaving St. John Ambulance, or applying for a new photo I.D. card, members/staff will submit the existing I.D. card to Council.

## Privacy Policy

St. John Ambulance is committed to protecting all personal information that you share with us in this application form. The personal information provided will be used for the purpose of verifying membership status and eligibility for a photo ID card. The information is confidential and will not be released without your consent. For information about St. John Ambulance's Privacy Policy contact our Ontario Privacy Officer at the St. John Council for Ontario, email: bcole@on.sja.ca