Date

Procurement Manager

Procurement Department

ACH Group

22 Henley Beach Road

Mile End SA 5031

Dear Procurement Manager,

**Undertaking regarding National Criminal History Record Checks**

Company Name ABN # acknowledges and agrees that any National Criminal History Record Check held by Company Name personnel must:

1. be expressly for the purpose of working in aged care or with vulnerable people if relevant Company name personnel is providing direct client care services;
2. not be more than three years old at the time of any service being performed for ACH Group; and
3. not record offences that preclude the member of Company Name personnel from working in aged care.

Please contact me if you have any questions.

Yours Sincerely,

Signature: ……………………………………………………………..

Name: ……………………………………………………………………

Title: ……………………………………………………………………..

Company Name: ……………………………………………..…….