

CLIENT INFORMATION FORM

A. Primary Member (Military/Reserve/Ranger/Veteran)					
First Name		Military Service ID (Last 3 of Service number)			√
Last Name		City & Postal Code			Status (Select One)
Gender & Pronouns		Province			Military/Ranger/Veteran
					Civilian
					VAC (RCMP/Allied Forces)
					Other

B. Contact and Communication Instructions of Primary member					
Select Main Contact √	Contact Method	☎️ 📧 📠 @	Communication Instructions		√
	Tel (Home)				Language (Select One)
	Tel (Cell)				Bil EN/FR
	Personal Email				Bil FR/En
	Work Phone (ext)				English
	Other (specify)				French
					Other

C. Household Information / Individuals of Significance									
First Name	Last Name	Gender & Pronouns	Language: BIL EN/FR BIL FR/EN English French Other	City & Postal Code	Province	Relationship: Child Parent Relative Spouse Other	Status: Civilian or Member	Personal Email	Phone Number

D. Additional Information			
Clear-IN (With family- arrival date?)		Notes:	√
Clear-IN (On my own- COS date?)			KMFRC OFFICE USE
Clear-OUT (Unit transfer- new unit?)			Entered into Penelope
Clear-OUT (Release/Retire- date?)			Consent completed/uploaded
Clear-OUT (Family departure date?)			Staff Referral:
Clear-OUT (Posted - new MFRC?)			Welcome Package given
			Welcome email sent

I give the Kingston MFRC permission to transfer my entire CRM (Penelope) file to my new MFRC.

Is there anything you would like to share about yourself or your circle of loved ones in order for us to serve you better?