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**CONTACT DETAILS: RACING AUSTRALIA**

Level 1, Racing Centre, 400 Epsom Road Flemington VIC 3031  
 Telephone: 1800 954 143  
 Email: [licensing@racingaustralia.horse](mailto:licensing@racingaustralia.horse)  
 Website: [www.racingaustralia.horse](http://www.racingaustralia.horse)

**Important:** A Visiting International Stable Employee Registration is only granted on the condition that the Applicant (Stable Employee) holds a current and active Stable Employee Registration issued by his or her home-based Racing Authority. Should the Stable Employees' home-based Registration expire, cancel, be revoked or become inactive for any reason, any Visiting Stable Employee Registration issued by Racing Victoria will cease immediately and as a consequence, the Visiting International Stable Employee will not be registered to work in any capacity within Victoria.

## 1. Personal Details

Date of Birth	Sex						If other, please specify
/ /		Mr	Mrs	Miss	Ms	Other	
Given Names							Surname
Residential Address							
Australian Postal Address (for issuing of your Identification Card.						State	Post Code
Mobile	Email (Mandatory)						

**NEXT OF KIN (Mandatory)**

The collection of your next of kin details is now considered a pre-requisite to the grant of a Stable Employee registration within Victoria. This information will be stored in accordance with Racing Victoria's Privacy Statement at Part 1 of Section 6.

Next of Kin	Relationship	Phone

**LICENCE CATEGORY**

Please tick the Category of Licence

<input type="checkbox"/> Stablehand/Track Rider (Groom/Work Rider)	<input type="checkbox"/> Assistant Trainer (Head Person)	<input type="checkbox"/> Racing Manager
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Please print clearly the full name of the TRAINER you are primarily employed by: \_\_\_\_\_

## 2. Supporting Documents:

I confirm that I have provided the following:	A Racing Clearance from the Racing Authority with which I'm licensed .				
	A copy of my Passport.				
	A colour passport-size photo.				
I confirm that my current Australian Visa status is (please tick <b>one option</b> ):	I currently hold an Australian Visa that permits me to carry out this role and have attached a copy.				
<b><u>N/A FOR NZ APPLICANTS</u></b>	I have applied for the following Australian Visa and attached a copy of my application confirmation.				
	<table border="0"> <tr> <td>Visa Type</td> <td></td> </tr> <tr> <td>Date of Application</td> <td>Reference</td> </tr> </table>	Visa Type		Date of Application	Reference
Visa Type					
Date of Application	Reference				
I confirm that I have read and understood the following information available via <a href="https://www.racingvictoria.com.au/the-sport/international/international-resources">https://www.racingvictoria.com.au/the-sport/international/international-resources</a>	Notices to Trainers. Banned Substances Information Sheet.				

### 3. Declarations

#### RULES OF RACING

I acknowledge that I am bound by the Rules of Racing of Racing Victoria (**the Rules**) including any policy, code and/or regulations made pursuant to the Rules from time to time, and of any other Principal Racing Authority in which I perform stable employee-related duties, and I agree to familiarise myself with these Rules, including the Rules relating to stable employee's and amendments made to these Rules from time to time.

Yes, I acknowledge

#### NATIONAL POLICE RECORD CERTIFICATE

In circumstances where Racing Victoria's Compliance and Regulation Unit sees fit, I consent to obtaining a National Police Record Certificate and providing it to Racing Victoria (if contacted by Racing Victoria or an appointed CrimTrac accredited agency).

Yes, I acknowledge

#### CRIMINAL CHARGES

After submitting this Application, I acknowledge that I must inform Racing Victoria's Compliance and Regulation Unit of any criminal charges laid against me within seven days of any charges being laid. Updates must be sent by email to [cru@racingvictoria.net.au](mailto:cru@racingvictoria.net.au)

Yes, I acknowledge

#### SOCIAL MEDIA POLICY

I have read, and agree to be bound by, the "Racing Victoria Social Media Policy," as amended from time to time. This Policy is located at <https://www.racingvictoria.com.au/integrity/social-media-policy>

Yes, I acknowledge

#### LICENSING CONDITION:

I acknowledge that a Visiting Stable Employee registration is only granted on the provision that I, at all times, hold and keep active an equivalent Stable Employee registration within my home state which is granted by the relevant Racing Authority.

I also acknowledge that should I, for any reason, not continue to hold or keep active an equivalent Stable Employee registration within my home state then any Visiting Stable Employee registration issued by Racing Victoria will cease immediately and as a consequence, I will not be licensed as such within Victoria.

Yes, I acknowledge

### 4. Questionnaire to be completed by Stable Employee

Do you currently hold an active Stable Employee registration issued by your home-based Racing Authority?

Yes No **If NO, you cannot continue with this application until you are granted a Stable Employee registration by your home-based Racing Authority.**

Racing Authority that granted this Stable Employee licence e.g. NZTR, BHA, France Gallop, JRA etc:

Are you currently under any ban/restriction or have any pending matters yet to be determined by any Racing Authority or Racing Code (including Racing Victoria)?

Yes No

If Yes, please explain the circumstances

Have you ever been suspended, disqualified or refused a licence, permit or registration (for any reason) by any Racing Authority or Racing Code?

Yes No

If Yes, please explain the circumstances

**Have you, in the last 10 years, been:**

1. found guilty of a criminal offence?
2. imprisoned?
3. placed on parole?

Note: Should Racing Victoria discover through a National Police Check or other means that this has been answered incorrectly, you may be stood down.

Yes  No

If Yes, please explain the circumstances

**Are there any current criminal proceedings (or charges) pending against you?**

Yes  No

If Yes, please explain the circumstances

## 5. Parental/Guardian consent for under 18 years of age (applicants must be at least 14 years of age)

I,  
*(Please print name)*

Of  
*(Address)*

Phone

Relationship to applicant

Hereby consent to him/her being registered as a Stable Employee with Racing Victoria.

Signed \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

## 6. Acknowledgements

### Privacy

#### 1. PRIVACY STATEMENT

- 1.1. Racing Victoria Limited (ACN 096 917 930) (Racing Victoria) is the Principal Racing Authority (PRA) governing thoroughbred racing in Victoria, and carries out the functions of:
  - determining and issuing occupational licences and/or otherwise authorising persons to participate in the Victorian thoroughbred racing industry (Licensed and/or Registered Person);
  - regulating Licensed Persons and/or Registered Persons;
  - administering and promoting racing; and
  - such other functions as may be described in its privacy policy published on its website from time to time, which is available at <https://www.racingvictoria.com.au/privacy-policy> (PrivacyPolicy).
- 1.2. Racing Victoria is collecting your personal information on this form, including your name, contact details, next of kin, employment and credit card/bank details. We may also be collecting personal information about you which may be considered sensitive or protected under applicable laws (such information may include title, criminal record and bankruptcy status) that you may provide in this form or under your relevant licence's ongoing disclosure obligations (if applicable).
- 1.3. Racing Australia Limited (ABN 89 105 994 330 21) (Racing Australia) is the national industry body representing thoroughbred racing in Australia. This application form and your personal information will also be collected by Racing Australia in order to process your application on Racing Victoria's behalf. Where personal information is collected by Racing Australia on behalf of Racing Victoria (as opposed to on its own behalf), it is subject to the Racing Australia and Racing Victoria privacy policies, the latter prevailing in the event of any conflict. The Racing Australia privacy policy is available at <https://www.racingaustralia.horse/AboutUs/PrivacyPolicy.aspx>.
- 1.4. The purpose of collecting your personal information is for our legitimate interests, including to:
  - consider and make determinations in relation to your licence application;
  - meet supervisory responsibilities in relation to you as a Licensed and/or Registered Person;
  - promote or protect the integrity of the thoroughbred racing code and ensure compliance with the Rules of Racing;
  - administer and promote racing operations (including your participation in races and the industry); and
  - any other function or activity described in our Privacy Policy.
- 1.5. We are permitted to process your personal information for the above purposes, by relying on one or more lawful grounds: (a) you have explicitly agreed to us processing such information for a specific reason; (b) the processing is necessary to perform the agreement we have with you or to take steps to enter into an agreement with you; (c) the processing is necessary for us to comply with our legal obligations; or (d) the processing is necessary for our legitimate interests, including the administration and promotion of racing operations and ensuring the compliance with the Rules of Racing.
- 1.6. If your personal information is not collected, either on this form or otherwise when requested by Racing Victoria as part of its licensing and supervisory activities, we may not be able to process your application (and therefore refuse to grant your application or renew your licence, as the case may be).
- 1.7. Racing Victoria may also obtain personal (including sensitive) information about you from, or disclose your personal information to, third parties (including, where the EU General Data Protection Regulation (EU GDPR) and/or UK General Data Protection Regulation (UK GDPR) applies, third countries outside of the UK and EU or European Economic Area (EEA)). Where the EU GDPR and/or UK GDPR applies, Racing Victoria implements adequate safeguards recognised by the EU and the UK for transferring such personal information, which may include standard contractual clauses. Racing Victoria may disclose personal information to third parties such as enforcement bodies, government authorities, other racing control bodies (including PRAs and their equivalents in harness and greyhound) in the States and Territories of Australia and overseas, wagering service providers such as bookmakers, totalisators, and betting exchanges, educational or training institutions and to other persons for any of the purposes described above or as otherwise provided by law.
- 1.8. Your personal (including sensitive) information will also be disclosed to:
  - a) Racing Australia in order for them to perform their role under the Australian Rules of Racing; and
  - b) other PRA's (including Racing New South Wales (ABN 86 281 604 417 22), Racing and Wagering Western Australia (ABN 21 347 055 603), Racing SA Limited (ACN 094 475 939 Tasracing Pty Limited (ACN 137 188 286), Thoroughbred Racing NT Incorporated (ABN 15 688 350 211), Canberra Racing Club Incorporated (21 423 896 409) and Racing Queensland Limited (ACN 142 786 874)) for the purpose of administration of thoroughbred racing in Australia.
- 1.9. Unless otherwise advised by you, your image, name and contact details may be published monthly in the Inside Racing magazine and also disclosed to and published by Racing Victoria and its associates (including Victorian Thoroughbred Racing IMB Pty Ltd (including its business Racing.com), Victorian thoroughbred race clubs and Racing Australia) to facilitate your participation in racing, including the publication of race fields and calendars.
- 1.10. We will retain your personal information only for the duration necessary for the purposes identified in this Privacy Statement and in accordance with this Privacy Statement.
- 1.11. We otherwise use, disclose and handle your personal information in accordance with our Privacy Policy. If you are concerned about a possible interference with your privacy, please contact Racing Victoria's Privacy Officer by email at [privacyofficer@racingvictoria.net.au](mailto:privacyofficer@racingvictoria.net.au) or by post addressed to the Privacy Officer at 400 Epsom Road, Flemington, Victoria 3031, Australia. Privacy complaints to Racing Victoria must be made in writing. In cases where the EU GDPR or the UK GDPR applies, you have the right to lodge a complaint with the relevant European Union supervisory authority or the UK Information Commissioner's Office (as applicable).
- 1.12. Where you have consented to our processing of your personal information, you may withdraw such consent at any time (where your local data protection and privacy laws specifically provide you with this right), by contacting us using the contact details provided in section 1.11 above. Please note, however, that in certain circumstances it may be lawful for us continue processing this information even where consent has been withdrawn, if one of the other legal bases described at section 1.5 above is applicable. The Privacy Policy also sets out information regarding your other rights as a data subject (including your right of access, rectification, deletion, restriction and portability your personal information and to not be subject of decisions based solely on the automated processing of your personal information, where appropriate).

## 7. Acknowledgements

### 2. RULES OF RACING

#### I Acknowledge and agree to be bound by the Rules of Racing, including the following relating to Betting: AR 237

1. A trainer must not lay any horse that is either under the trainer's care, control or supervision, or has been at any time in the preceding 21 days.
2. A person employed by a trainer in connection with the training or care of horses must not lay any horse under the care, control or supervision of the trainer for whom the person is or was employed while employed and for a period of 21 days after ceasing to be employed.
3. An owner or nominator must not lay any horse that is or may be entered by that owner or nominator or on that person's behalf, provided that a bookmaker may lay a horse in accordance with the bookmaker's licence.
4. A rider's agent must not lay any horse to be ridden by a rider for whom that person is an agent.
5. A person who has provided a service/s connected with the keeping, training or racing of a horse must not lay that horse within 21 days of last providing that service.
6. A person must not offer an inducement to a participant in racing with the intention of profiting from a horse not participating in an event to the best of its ability.
7. In circumstances where it is a breach of this rule for a person to lay a horse, it is also a breach of this rule for that person to:
  - a. have a horse laid on his or her behalf; or
  - b. receive any money or other valuable consideration in any way connected with the laying of the horse by another person.

#### LR 96 Person employed must not lay a horse

For the purposes of AR 237(2) a person employed by a trainer in connection with the training or care of racehorses includes any person registered in accordance with LR 45B and any reference to employment includes a reference to such registration.

## 8. Trainer Declaration to sign below

Pursuant to the Rules of Racing of Racing Victoria, I (the trainer and employer of the applicant) hereby apply to register this applicant engaged by me as a Stable Employee.

Also, I hereby acknowledge my employee obligations under the new Horse and Greyhound Training Industry Award 2020 and other relevant legislation. Furthermore, I accept the registration fee that applies to the relevant category of registration:

In making this application to register a Stable Employee I hereby –

Declare that all particulars in this application are true and correct;

Acknowledge and agree to be subject to and bound by:

- The Rules of Racing of Racing Victoria as amended or varied by Racing Victoria from time to time; and
- Such Rules and directions as may from time to time be formed, made or given by Racing Victoria, the Directors, the Stewards or official of any Club;

Acknowledge that I have read this application in full, including the Privacy Statement and the Rules of Racing displayed on this application form;

Declare that I am aware of restrictions on me in relation to betting under AR.237, and LR 96 of the Rules of Racing

Acknowledge that Racing Victoria may request further information from me in respect of this application.

## 9. Stable Employee Declaration to sign below

In making this application to be registered as a Stable Employee I hereby –

Declare that all particulars in this application are true and correct;

Acknowledge and agree to be subject to and bound by:

- The Rules of Racing of Racing Victoria as amended or varied by Racing Victoria from time to time; and
- Such Rules and directions as may from time to time be formed, made or given by Racing Victoria, the Directors, Stewards or official of any Club;

Acknowledge that I have read this application in full, including the Privacy Statement and the Rules of Racing displayed on this application form;

Consent to Racing Victoria obtaining and disclosing personal information (including sensitive information, such as Health Information) about me (either collected on this form or during the course of my licence or registration) to third parties (such as other PRA's or racing controlling bodies within the States and Territories of Australia and overseas, Racing Victoria's Chief Medical Officer (or their delegate), enforcement bodies and medical service providers), or otherwise permitted by law and as described above for the purposes as set out in section 1 (Privacy Statement) of the Privacy section;

Declare that I am aware of restrictions on me in relation to betting under AR.237, and LR 96 of the Rules of Racing;

Acknowledge that Racing Victoria may request further information from me in respect of this application;

Acknowledge that any debts accrued or owed by me to Racing Victoria will be paid within the time permitted by Racing Victoria;

The Stable Employee Registration Policy, which can be located on the Racing Victoria website (<https://www.racingvictoria.com.au/integrity/licensing/stable-employees>), explains the requirements for the granting of and the conditions attaching to an stable employee registration. You must familiarise yourself with the relevant policy prior to progressing your application

Yes, I confirm that I have read and understood the Stable Employee Registration Policy.

Trainer (Employer) to sign

Date

/ /

Stable Employee to sign

Date

/ /