



**Racing
Victoria**

TRAINER LICENSING POLICY

Updated: 1 March 2018

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1. PRELIMINARY

1.1 Purpose and Authorising Provision

This Racing Victoria Licensing Policy is made pursuant to LR 35A(3) and it sets out the requirements that a person must satisfy to be granted a licence to train under LR 35A, and the conditions upon which a person may hold a licence.

An updated copy of the Rules of Racing can be located at the Racing Victoria Website – www.rv.racing.com

1.2 Commencement and Transitional Provisions

These Licence Rules come into operation and effect on and from 1 August 2016.

Unless otherwise provided for, all training licences, permits, registrations, authorisations and any other rights or privileges granted under or pursuant to LR 35A or LR 35B prior to 1 August 2016 are deemed to continue in full force and effect until their expiration.

2. DEFINITIONS AND INTERPRETATION

2.1 Definitions

In this Policy:

“Accountant Reference” means a reference provided by a Chartered Accountant or a Certified Practising Accountant regarding the financial affairs of an Applicant or a company or entity associated with the Applicant

“Applicant” means the applicant for a licence to train pursuant to this Policy.

“Carnival Days” means in relation to race meetings conducted by the:

- (a) Victoria Racing Club:
 - (i) Victoria Derby Day;
 - (ii) Melbourne Cup Day;
 - (iii) Oaks Day; and
 - (iv) Stakes Day;
- (b) Melbourne Racing Club: Caulfield Cup Day; and
- (c) Moonee Valley Racing Club: Cox Plate Day.

“Criminal Record Check” means a National Police Certificate or recognised equivalent.

“Equine Pursuits” means any horse training or riding/driving in an unlicensed or registered capacity such as Performance horse training or riding, Standardbred training or driving, Pre-Training/Breaking or other Equestrian pursuits.

“Foreperson” has the same meaning as in the Rules.

“Immediate Family Members” means a Trainer’s:

- (a) legal spouse;
- (b) de facto spouse if they have co-habited for more than two years, confirmation by way of a Statutory Declaration, must be submitted in writing;
- (c) children or step-children over 18 years;
- (d) parent or step-parent;
- (e) siblings or step-siblings;
- (f) grandparents or step-grandparents; and
- (g) other family members approved by the Stewards.

“Jump out” has the same meaning as in the Rules.

“Jumps Review Panel” has the same meaning as in the Rules.

“Official Trial” has the same meaning as in the Rules.

“PRA” means Principal Racing Authority.

“Prospective Owner Reference” means a written reference from a person or syndicate who has a bona fide intention to become an owner of a horse or horses in connection with the Applicant should the Applicant obtain a trainer’s licence.

“Racing Disciplinary History Assessment” means an assessment by Racing Victoria of an Applicant’s racing disciplinary record in Victoria or other relevant jurisdictions as required. Relevant considerations in this assessment include, but are not limited to:

- (a) an Applicant’s history of compliance with the Rules;
- (b) any penalties received by an Applicant for breaches of the Rules; and
- (c) the existence of current charges against an Applicant or trainer and/or investigations into potential breaches of the Rules.

“Registered Racing Manager” means a person employed by a Trainer as a racing manager who assists with the daily operations in a racing office and is registered by Racing Victoria pursuant to the Rules.

“Registered Stablehand” means a person employed by a Trainer as a stablehand in connection with the training, management or care of racehorses who is registered by Racing Victoria pursuant to the Rules.

“Registered Assistant Trainer” means a person employed by a Trainer as an Assistant Trainer and registered by Racing Victoria pursuant to the Rules.

“Rules” means the Racing Victoria Rules of Racing, as amended from time to time.

“Supplier Credit Reference” means a reference provided by an industry-related person who is or has been a product or service supplier to the Applicant in respect of the Applicant’s creditworthiness.

“Stable and Facility Inspection” means an inspection conducted by Racing Victoria to determine the suitability of an Applicant’s training facilities (with reference to compliance under the Occupational Health and Safety Act 2004) for the purpose of training thoroughbred racehorses.

“Track work” has the same meaning as in the Rules.

“Trainer” has the same meaning as in the Rules.

“Training Record Assessment” means an assessment by Racing Victoria of an Applicant’s prior training record, including number of starters and number of winners.

“Unrestricted” means an open or unlimited licence to train Thoroughbreds for racing purposes.

“Work Reference” means a reference provided in respect of an Applicant by a previous employer regarding the Applicant’s standard of work and other relevant factors.

2.2 Interpretation

Unless the context requires to the contrary, words and expressions used in this Policy have the same meaning given to them in the Rules.

3. GENERAL REQUIREMENTS FOR GRANT OF TRAINER LICENCES

In addition to any specific requirements set out in this Policy or in the Rules, it is a requirement for the grant of any licence to train (including training partnerships) that the person:

- (a) **Experience:** has the practical experience reasonably required to carry on the vocation of a trainer;
- (b) **Age:** is at least 18 years of age;
- (c) **Stables:** has proper stable facilities providing security and safety for staff and horses (widely without limitation: to conduct all training and relative business operations, feed and care for horses and provide adequate veterinary care for all horses in the trainer's care);
- (d) **Financial resources:** has adequate financial resources to carry on training activities without material risk of being unable to pay his or her debts as and when they fall due;
- (e) **Suitability:** has satisfied Racing Victoria that he or she is suitable to hold a licence or registration in line with the 'Suitability Policy', taking into account any fact(s) or matter(s) that it considers appropriate; and
- (f) **Examination:** passes any written or verbal examination conducted by Racing Victoria.

It is noted that, in accordance with LR 35A(3)(b), the Directors of Racing Victoria may prescribe any other pre-requisite or requirement not set out in the Policy as deemed appropriate.

It is also noted that, in accordance with LR 35A(4), the Directors of Racing Victoria may relieve an Applicant for a licence to train (including an application to upgrade a licence) from any of the requirements set out in this Policy. Should an Applicant wish to seek relief from any requirement, the Applicant must apply in writing to Racing Victoria and outline the relief sought, and reasons for the request for relief.

Further, in accordance with LR 35A(5), the Directors of Racing Victoria may:

- (a) refuse to grant a licence to train; or
- (b) grant a licence to train subject to terms and conditions as the Directors see fit, including, but not limited to, restrictions regarding duration or location or both.

All Trainer Licenses expire on 31 July next after issue, unless cancelled, suspended or revoked.

3.1 Minimum runners and/or winners

In addition to any obligations and conditions as provided by the Rules or this Policy, an Applicant must agree and acknowledge that, following the grant of a Trainer's Licence (including training partnerships), he or she is required to have a minimum number of starters and/or winners per Racing Season, in accordance with the category of licence issued to the Applicant.

3.2 Jumps Permit

The Jumps Trainer Permit is granted to Trainers holding a Restricted Trainer Licence, General Trainer Licence, General A Trainer Licence or a Visiting Trainer Licence who seek to train horses for jumps races.

To be granted a Jumps Trainer Permit, the Applicant, must:

- (a) complete any Jumps Trainer Permit Application Form;
- (b) satisfy Racing Victoria that he or she is a suitable person to be granted a permit by meeting the Training Experience and Criteria requirements outlined in this Policy for each particular Trainer Licence;

- (c) acknowledge and agree to adhere to the specific Permit Conditions, outlined below (NB: Racing Victoria, in its absolute discretion, may impose additional Permit Conditions on a Permit at any time); and
- (d) have completed the following training units in accordance with the National Racing Training Package (or recognised equivalent training units):
 - (i) "Train Horses for Jumps Racing".

[Note: this qualification requirement applies regardless of whether a person holds a jumping trainers permit issued in accordance with the replaced LR 35B(7)].

Permit Conditions

In addition to any obligations and conditions as provided by the Rules, an Applicant must agree and acknowledge that, following the grant of a Jumps Trainer Permit, the conditions set out below will apply (in addition to those imposed on the Trainer's Restricted, General, General A or Visiting Trainer Licence):

- (a) *Entry into jumps trials and jumps races:* The Jumps Trainer may enter horses for:
 - (i) official jumps trials; and
 - (ii) jumps races.
- (b) *Permit to Lapse:* A Jumps Trainer Permit will lapse if the holder of the Permit does not present a horse to participate in a jumps race for a period of 24 months.
- (c) *Ongoing education and training:* The Jumps Trainer must undertake any ongoing education and training as prescribed by the standard set by the Jumps Review Panel.

4. GENERAL A TRAINER LICENCE

Background to General A Trainer Licence

The General A Trainer Licence is generally only granted to the most senior and experienced Trainers. Subject to meeting the minimum required starters and winners for a season (see 4.4(d) below), a General A Trainer has no limit as to the number of horses he or she may train, and is eligible for premium annual entitlements and benefits.

4.1 Requirements for Grant of General A Trainer Licence

To be granted a General A Trainer Licence, an Applicant must:

- (a) complete the General A Trainer Licence Application Form, together with payment of the annual licence fee;
- (b) satisfy Racing Victoria that he or she is a suitable person to be granted a General A Trainer Licence by meeting the Training Experience and Criteria requirements outlined at 4.2 and 4.3 below; and
- (c) acknowledge and agree to adhere to the specific Licence Conditions, outlined at 4.4 below (NB: In its absolute discretion, Racing Victoria may impose additional Licence Conditions on a General A Trainer Licence at any time).

4.2 Training Experience

An Applicant must:

- (a) hold, or previously have held (with a PRA), an Unrestricted ('A' or 'Metropolitan') Thoroughbred Trainer licence (or its equivalent) (the **A Licence**):
 - i. for a minimum of five (5) years; and
 - ii. held the A Licence no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; and
 - iii. held the A Licence for a total of at least one (1) year in the five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (b) hold, or previously have held (with a PRA), an Unrestricted Thoroughbred Trainer licence (or its equivalent) (the **Unrestricted Licence**):
 - i. for a minimum of ten (10) years; and
 - ii. held the Unrestricted Licence no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; and
 - iii. held the Unrestricted Licence for a total of at least two (2) year in the five (5) years from the date that any (full) Application is submitted to Racing Victoria.

4.3 Criteria

In assessing whether an Applicant is suitable to be granted a General A Trainer Licence, Racing Victoria will take into account the following criteria:

- (a) *Qualification*: The Applicant must have attained a Certificate IV in Racing (Thoroughbred Trainer) qualification in accordance with the National Racing Training Package (or recognised equivalent qualification).

- (b) *Assessments:*
 - (i) Racing Disciplinary History Assessment;
 - (ii) National Police Record Certificate;
 - (iii) Stable and Facility Inspection; and
 - (iv) Training Record Assessment.
- (c) *Financial Resources References:* The Applicant must provide the following references to the satisfaction of Racing Victoria:
 - (i) Accountant Reference; and
 - (ii) Bank Statements (preceding 6 months).
- (d) *Proposal:*
 - (i) Debt Recovery Plan; and
 - (ii) Copy of Owner Contracts and Agreements.
- (e) *Interview:* The Applicant must complete a satisfactory interview with Racing Victoria.

4.4 Licence Conditions

In addition to any obligations and conditions as provided by the Rules, an Applicant must agree and acknowledge that, following the grant of a General A Trainer Licence, the conditions set out below will apply:

- (a) *Stable must be licensed:* The Trainer's stable location and any other location used by the trainer in connection with his or her training business is, and must at all times be, considered a licensed premises under the Rules.
- (b) *Use of training venues:* The Trainer may use Country and/or Metropolitan Club training venues subject to payment of a Venue Access Fee to, and permission from, the relevant training venue (Training Track Approval Form).
- (c) *Entry into jumps outs, trials and races:* The Trainer may enter horses for:
 - (i) Club Jump Outs (pending individual Club approval);
 - (ii) Official Trials; and
 - (iii) Racing.
- (d) *Minimum runners and winners:* The Trainer is required to have a minimum of:
 - (i) 25 starters in Victoria; or
 - (ii) 5 winners in Victoria
per Racing Season (excluding Picnic races).

Note: This condition does not apply to persons who have held a General A Trainer Licence for 10 years or more.

- (e) *No Riding at Race meetings:* The Trainer may not ride at any race meetings.

4.5 Annual Licence Fee

An Applicant must pay a total Annual Licence Fee that comprises of the RV Licence fee, Public Liability Insurance Cover; and a 12-month subscription to "Inside Racing" magazine.

Once payment has been made, no refund will be provided.

4.6 Entitlements

Subject to ongoing compliance with the terms and conditions of his or her licence, a General A Trainer Licence receives, for the period of the licence, the following annual entitlements and benefits:

- (a) Trainer Identification Card (permits access to Members' Enclosures);

- (b) Guest Industry Members' Card (permits access to Members' Enclosures excluding Carnival Days) and;
- (c) Permitted to make application to register a stable Racing Manager (Trainer makes the application by completing the 'Stable Employee' application form).

5. GENERAL TRAINER LICENCE

Background to General Trainer Licence

The General Trainer Licence is granted to experienced professional trainers. Subject to meeting the minimum required starters and winners for a season (see 5.4(d) below), the holder of a General Trainer Licence has no limit to the number of horses he or she may train, and is eligible for annual benefits and entitlements.

5.1 Requirements for Grant of General Trainer Licence

To be granted a General Trainer Licence, an Applicant must:

- (a) complete the General Trainer Licence Application Form, together with payment of the annual licence fee;
- (b) satisfy Racing Victoria that he or she is a suitable person to be granted a General Trainer Licence by meeting the Training Experience and Criteria requirements outlined at 5.2 and 5.3 below; and
- (c) acknowledge and agree to adhere to the specific Licence Conditions, outlined at 5.4 below (NB: In its absolute discretion, Racing Victoria may impose additional Licence Conditions on a General Trainer Licence at any time).

5.2 Training Experience

An Applicant must:

- (a) hold, or previously have held (with a PRA), an Unrestricted ('A' or 'Metropolitan') Thoroughbred Trainer licence (or its equivalent) for a minimum of one (1) year, and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (b) hold, or previously have held (with a PRA), an Unrestricted Thoroughbred Trainer licence (or its equivalent) for a minimum of three (3) years, and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (c) hold, or previously have held (with a PRA), a restricted, professional Thoroughbred Trainer licence (or its equivalent) for a minimum of six (6) years and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (d) hold, or previously have held (with a PRA), a Thoroughbred Assistant Trainer registration (and employment) for a minimum of ten (10) years in a full-time capacity, or for a minimum of fifteen (15) years in a part-time capacity with an Unrestricted ('A' or 'Metropolitan') Thoroughbred Trainer (or its equivalent) and been registered as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts).

5.3 Criteria

In assessing whether an Applicant is suitable to be granted a General Trainer Licence, Racing Victoria will take into account the following criteria:

- (a) *Qualification:* The Applicant must have attained a Certificate IV in Racing (Thoroughbred Trainer) qualification in accordance with the National Racing Training Package (or recognised equivalent qualification).
- (b) *Assessments:*
 - (i) Racing Disciplinary History Assessment;

- (ii) National Police Record Certificate;
 - (iii) Stable and Facility Inspection; and
 - (iv) Training Record Assessment.
- (c) *Financial Resources References:* The Applicant must provide the following references to the satisfaction of Racing Victoria:
- (i) Three (3) Supplier Credit References (in writing);
 - (ii) Accountant Reference;
 - (iii) Bank Statements (preceding 6 months); and
 - (iv) Profit and Loss Budget.
- (d) *Proposal:*
- (i) Resume;
 - (ii) A detailed Business Plan;
 - (iii) Debt Recovery Plan; and
 - (iv) Copy of Owner Contracts and Agreements.
- (e) *Work References:* The Applicant must provide three (3) Work References to the satisfaction of Racing Victoria.
- (f) *Prospective Owner References:* The Applicant must provide three (3) Prospective Owner References (in writing) to the satisfaction of Racing Victoria.
- (g) *Interview:* The Applicant must complete a satisfactory interview with Racing Victoria.

5.4 Licence Conditions

In addition to any obligations and conditions as provided by the Rules, an Applicant must agree and acknowledge that, following a grant of a General Trainer Licence, the conditions set out below will apply:

- (a) *Stable must be licensed:* The Trainer's stable location and any other location used by the trainer in connection with his or her training business is, and must at all times be, considered a licensed premises under the Rules.
- (b) *Use of training venues:* The Trainer may use Country and/or Metropolitan Club training venues subject to payment of a Venue Access Fee to, and permission from, the relevant training venue (Training Track Approval).
- (c) *Entry into jumps outs, trials and races:* The Trainer may enter horses for:
 - (i) Club Jump Outs (pending individual Club approval);
 - (ii) Official Trials; and
 - (iii) Racing.
- (d) *Minimum runners and winners:* The Trainer is required to have a minimum of:
 - (i) 5 starters in Victoria; or
 - (ii) 1 winners in Victoria, per Racing Season (excluding Picnic races).
- (e) *No Riding at Race meetings:* The Trainer may not ride at any race meetings.

5.5 Annual Licence Fee

An Applicant must pay a total Annual Licence Fee that comprises of the RV Licence fee; Public Liability Insurance Cover; and a 12-month subscription to "Inside Racing" magazine.

Once payment has been made, no refund will be provided.

5.6 Entitlement

Subject to ongoing compliance with the terms and conditions of his or her licence, the holder of a General Trainer Licence receives, for the period of the licence, a Trainer Identification Card.

6. RESTRICTED TRAINER LICENCE

Background to Restricted Trainer Licence

The Restricted Trainer Licence is generally granted to:

- relatively inexperienced trainers or persons, including those seeking to obtain a General Trainer Licence; or
- persons with limited training operations, including persons who are “owner/trainers”; or
- trainers of non-Thoroughbred racehorses seeking to train Thoroughbred racehorses.

The holder of a Restricted Trainer Licence has certain restrictions placed on his or her licence, including the number of horses he or she may train (detailed at 6.4 below).

6.1 Requirements for Grant of Restricted Trainer Licence

To be granted a Restricted Trainer Licence, an Applicant must:

- (a) complete the Restricted Trainer Licence Application Form, together with payment of the annual licence fee;
- (b) satisfy Racing Victoria that he or she is a suitable person to be granted a Restricted Trainer Licence by meeting the Training Experience and Criteria requirements outlined at 6.2 and 6.3 below; and
- (c) acknowledge and agree to adhere to the specific Licence Conditions, outlined at 6.4 below (NB: in its absolute discretion, Racing Victoria may impose additional Licence Conditions on a Restricted Trainer Licence at any time).

6.2 Training Experience

An Applicant must:

- (a) hold, or previously have held (with a PRA), an Unrestricted Thoroughbred Trainer licence (or its equivalent) for a minimum of one (1) year, and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (b) hold, or previously have held (with a PRA), a restricted, professional Thoroughbred Trainer licence (or its equivalent) for a minimum of three (3) years and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (c) hold, or previously have held (with a PRA), a Jockey licence (other than an Apprentice) issued by Racing Victoria or an Equine Trainer licence (other than a Thoroughbred), for a minimum of five (5) years and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (d) hold, or previously have held (with a PRA), a Thoroughbred Assistant Trainer registration (and employment) for a minimum of one (1) year in a full-time capacity, or for a minimum of two (2) years in a part-time capacity with an Unrestricted Thoroughbred Trainer (or its equivalent) and been registered as such no later than three (3) years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts); **and either of the following (in conjunction with point (d)):**
 - (i) hold, or previously have held (with a PRA), an Equine Stablehand or Foreperson registration (and employment), or Jockey licence (issued by other than Racing Victoria) for a minimum of five (5) years in a full-time capacity, or for a minimum of ten (10) years in a part-time capacity and been registered as such no later than two (2) years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts); or

- (ii) hold, or previously have held (with a PRA), an Equine Assistant Trainer registration (and employment) for a minimum of three (3) years in a full-time capacity, or for a minimum of six (6) years in a part-time capacity and been registered as such no later than two (2) years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts).

6.3 Criteria

In assessing whether an Applicant is suitable to be granted a Restricted Trainer Licence, Racing Victoria will take into account the following criteria:

- (a) *Qualification:* The Applicant must;
 - (i) have attained a “Certificate IV in Racing (Thoroughbred Trainer)” qualification in accordance with the National Racing Training Package (or recognised equivalent qualification); or
 - (ii) (If a licensed Victorian Jockey (excluding an Apprentice)), have attained a “Certificate IV in Racing (Thoroughbred Trainer) for Jockeys” requirement as delivered by *Skillinvest* or *Racing Industry Skills Centre* (or recognised equivalent qualification).
- (b) *Assessments:*
 - (i) Racing Disciplinary History Assessment;
 - (ii) National Police Record Certificate;
 - (iii) Stable and Facility Inspection; and
 - (iv) Training Record Assessment.
- (c) *Financial Resources References:* The Applicant must provide the following references to the satisfaction of Racing Victoria:
 - (i) Three (3) Supplier Credit References (in writing);
 - (ii) Accountant Reference;
 - (iii) Bank Statements (6 months’ worth); and
 - (iv) Profit and Loss Budget.
- (d) *Proposal:*
 - (i) Resume;
 - (ii) A detailed Business Plan;
 - (iii) Debt Recovery Plan; and
 - (iv) Copy of Owner Contracts and Agreements.
- (e) *Work References:* The Applicant must provide three (3) Work References to the satisfaction of Racing Victoria.
- (f) *Prospective Owner Reference:* The Applicant must provide three (3) Prospective Owner References to the satisfaction of Racing Victoria.
- (g) *Interview:* The Applicant must complete a satisfactory interview with Racing Victoria.
- (h) *Jump-outs or Official Trials:* The Applicant must present a runner in a Jump-out or Official Trial to the satisfaction of Stewards prior to the Applicant nominating any horse in his or her care for racing. For these purposes, the Applicant will be required to fully tack their runner under the observance of the Steward at all times. Furthermore, the horses’ performance in the Jump-out or Official Trial will be assessed by the Stewards.

6.4 Licence Conditions

In addition to any obligations and conditions as provided by the Rules, an Applicant must agree and acknowledge that, following a grant of Restricted Trainer Licence, the conditions set out below will apply:

- (a) *Stable must be licensed:* The Trainer’s stable location and any other location used by the trainer in connection with his or her training business is, and must at all times be, considered a licensed premises under the Rules.

- (b) *Use of training venues:* The Trainer may use Country and/or Metropolitan Club training venues subject to payment of a Venue Access Fee to, and permission from, the relevant training venue (Training Track Approval).
- (c) *Entry into jumps outs, trials and races:* The Trainer may enter horses for:
 - (i) Club Jump Outs (pending individual Club approval);
 - (ii) Official Trials; and
 - (iii) Racing.
- (d) *Minimum runners and winners:* The Trainer is required to have a minimum of:
 - (i) 1 starter in Victoria; per Racing Season.
- (e) *Maximum number of horses for training:* The Trainer may only train a maximum of five (5) individual horses for owners other than Immediate Family Members. A Trainer is not limited in the number of horses he or she can train for in which he or she has an interest as an owner or lessee, either alone or together with Immediate Family Members.
- (f) *Riding at Race meetings:* The Trainer may ride at race meetings, subject to meeting the jockey licensing requirements (and conditions) within the Rules and the Jockey Licensing Policy.

6.5 Jockey licence-holders

A Victorian Jockey licence-holder is eligible to make application for the grant of a Restricted Trainer Licence, subject to meeting the requirements set out in this Policy. If a Jockey licence-holder is granted a Restricted Trainer Licence and is eligible to enter horses for racing (the **Jockey-Trainer**), the Jockey-Trainer may hold a Restricted Trainer Licence, subject to:

- (a) the Jockey-Trainer, who trains a horse engaged in a race, not riding any other horse in the race without the specific approval of the Stewards, and may be required to ride his or her own horse if a shortage of riders exists;
- (b) the Jockey-Trainer not accepting any rides in circumstances where there is more than one horse in any one race that is trained by them;
- (c) the condition that the Jockey-Trainer may be required to ride a horse in a race within 28 days from: (a) the date of the horse leaving his or her stables, or (b) the date of the horse being transferred from his or her stable return;
- (d) the condition that if the Jockey-Trainer is suspended for actions, matters or things relating to his or her Jockey licence, he or she (at the discretion of the Stewards or Racing Victoria, and in addition to any other penalty authorised by the Rules or the relevant policies), may be suspended as a Trainer for the same or such other period as the Stewards or Racing Victoria determine;
- (e) the condition that if the Jockey-Trainer is suspended for actions, matters or things pertaining to his or her Trainer licence, he or she (at the discretion of the Stewards or Racing Victoria, and in addition to any other penalty authorised by the Rules or the relevant policies), may be suspended as a Jockey for the same or such other period as the Stewards or Racing Victoria determine; and
- (f) any other term or condition or restriction proposed by Racing Victoria in its absolute discretion.

6.6 Annual Licence Fee

An Applicant must pay a total Annual Licence Fee that comprises of the RV Licence fee, Public Liability Insurance Cover; and a 12-month subscription to "Inside Racing" magazine.

Once payment has been made, no refund will be provided.

6.7 Entitlement

Subject to ongoing compliance with the terms and conditions of his or her Restricted Trainer Licence, the holder of a Restricted Trainer Licence receives, for the period of the licence, a Trainer Identification Card.

7. PRE-TRAINER LICENCE

Background to Pre-Trainer Licence

The Pre-Trainer Licence is generally granted to persons seeking to prepare and educate horses prior to the horse being sent to a licensed trainer for official trialing and/or racing.

The holder of a Pre-Trainer Licence has certain restrictions placed on his or her licence, particularly related to the ability to enter horses for trials or races (detailed at 7.4 below).

7.1 Requirements for Grant of Pre-Trainer Licence

To be granted a Pre-Trainer Licence, an Applicant must:

- (a) complete the Pre-Trainer Licence Application Form, together with payment of the annual licence fee;
- (b) satisfy Racing Victoria that he or she is a suitable person to be granted a Pre-Trainer Licence by meeting the Training Experience and Criteria requirements outlined at 7.2 and 7.3 below; and
- (c) acknowledge and agree to adhere to the specific Licence Conditions, outlined at 7.4 below (NB: in its absolute discretion, Racing Victoria may impose additional Licence Conditions on a Pre-Trainer Licence at any time).

7.2 Training Experience

An Applicant must:

- (a) hold, or previously have held, (with a PRA) an Equine Trainer licence (other than a Thoroughbred) for a minimum of one (1) year and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (b) hold, or previously have held, (with a PRA) an Equine Assistant Trainer registration (and employment), or Jockey licence for a minimum of two (2) years in a full-time capacity, or for a minimum of four (4) years in a part-time capacity and been registered as such no later than two (2) years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts); or
- (c) hold, or previously have held, (with a PRA) an Equine Stablehand or Foreperson registration (and employment) for a minimum of three (3) years in a full-time capacity, or for a minimum of six (6) years in a part-time capacity and been registered as such no later than two (2) years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts); or
- (d) have experience in Equine pursuits (in a non-licensed capacity) for a minimum of five (5) years in a full-time capacity, or for a minimum of ten (10) years in a part time capacity. References and statements from relevant associations will be required.

7.3 Criteria

In assessing whether an Applicant is suitable to be granted a Pre-Trainer Licence, Racing Victoria will take into account the following criteria:

- (a) *Training Units:* The Person must have undertaken and successfully completed, the following required training units set out in the National Racing Industry Training Package (or recognised equivalent units):
 - (i) Unit RGRCMN201A – Follow OH&S Procedures & Observe Environmental Work Practices; and;

- (ii) Unit RGRPSH201A – Handle Horses.
- (b) *Assessments:*
 - (i) Racing Disciplinary History Assessment;
 - (ii) Criminal Record Check; and
 - (iii) Stable and Facility Inspection.
- (c) *Financial Resources References:* The Applicant must provide the following references to the satisfaction of Racing Victoria:
 - (i) Bank Statements (preceding 6 months).
- (d) *Proposal:*
 - (i) Resume.
- (e) *Work References:* The Applicant must provide three (3) Work References to the satisfaction of Racing Victoria.
- (f) *Interview:* The Applicant must complete a satisfactory interview with Racing Victoria.
- (g) *Track work:* The Applicant must present his or her horse for track work to the satisfaction of Stewards. For these purposes, the Applicant will be required to fully tack their horse under the observance of the Steward at all times (Note: tack duties may be completed at the Applicant's nominated stables or at a registered training venue).

7.4 Licence Conditions

In addition to any obligations and conditions as provided by the Rules, an Applicant must agree and acknowledge that, following a grant of a Pre-Trainer Licence, the conditions set out below will apply:

- (a) *Stable must be licensed:* The Pre-Trainer's stable location and any other location used by the trainer in connection with his or her training business is, and must at all times be, considered a licensed premises under the Rules.
- (b) *Use of training venues:* The Pre-Trainer may use Country and/or Metropolitan Club training venues subject to payment of a Venue Access Fee to, and permission from, the relevant training venue (Training Track Approval).
- (c) *Entry into club jumps outs (pending individual Club approval):* The Pre-Trainer may enter horses for club jump outs. The Pre-Trainer may not enter any horses for official trials or racing.
- (d) *Riding at Picnic Races:* The Trainer may ride at race meetings, subject to meeting the jockey licensing requirements (and conditions) within the Rules and the Jockey Licensing Policy.

7.5 Jockey licence-holders

A Victorian Jockey licence-holder is eligible to make application for the grant of a Pre-Trainer Licence, subject to meeting the requirements set out in this Policy. If a Jockey licence-holder is granted a Pre-Trainer Licence (the **Jockey-Trainer**), the Jockey-Trainer may hold a Pre-Trainer Licence, subject to:

- (a) the condition that the Jockey-Trainer may be required to ride a horse in a race within 28 days from: (a) the date of the horse leaving his or her stables, or (b) the date of the horse being transferred from his or her stable return;
- (b) the condition that if the Jockey-Trainer is suspended for actions, matters or things relating to his or her Jockey licence, he or she (at the discretion of the Stewards or Racing Victoria, and in addition to any other penalty authorised by the Rules or the relevant policies), may be suspended as a Pre-Trainer for the same or such other period as the Stewards or Racing Victoria determine;

- (c) the condition that if the Jockey-Trainer is suspended for actions, matters or things pertaining to his or her Pre-Trainer licence, he or she (at the discretion of the Stewards or Racing Victoria, and in addition to any other penalty authorised by the Rules or the relevant policies), may be suspended as a Jockey for the same or such other period as the Stewards or the Racing Victoria determine; and
- (d) any other term or condition or restriction proposed by Racing Victoria in its absolute discretion.

7.6 Annual Licence Fee

An Applicant must pay a total Annual Licence Fee that comprises of the RV Licence fee, and Public Liability Insurance Cover.

Once payment has been made, no refund will be provided.

7.7 Entitlement

Subject to ongoing compliance with the terms and conditions of his or her Pre-Trainer Licence, the holder of a Pre-Trainer Licence receives, for the period of the licence, a Trainer Identification Card;

8. VISITING TRAINER LICENCE

Background to Visiting Trainer Licence

The Visiting Trainer Licence (categorised below) is generally granted to Trainers from interstate or overseas seeking to train and race horses in Victoria for a limited period of time.

The holder of a Visiting Trainer Licence has certain restrictions placed on his or her licence, particularly related to the time allowed to train in Victoria (detailed at 8.4 below).

Categories:

- (a) Visiting General A Trainer;
- (b) Visiting General Trainer;
- (c) Visiting Restricted Trainer;
- (d) Visiting Pre-Trainer; and
- (e) Visiting International Trainer.

8.1 Requirements for Grant of Visiting Trainer Licence

To be granted a Visiting Trainer Licence, an Applicant must:

- (a) complete the Visiting Trainer Licence Application Form, together with payment of the Annual Licence Fee;
- (b) satisfy Racing Victoria that he or she is a suitable person to be granted a Visiting Training Licence by meeting the Training Experience and Criteria requirements outlined at 8.2 and 8.3 below; and
- (c) acknowledge and agree to adhere to the specific Licence Conditions, outlined at 8.4 below (NB: in its absolute discretion, Racing Victoria may impose additional Licence Conditions on a Visiting Training Licence at any time).

8.2 Training Experience

An Applicant must be the holder of a current thoroughbred trainer licence issued by an:

- (a) interstate Principal Racing Authority; or
- (b) overseas racing authority.

8.3 Criteria

In assessing whether an Applicant is suitable to be granted a Visiting Training Licence, Racing Victoria will take into account the following criteria:

- (a) *Assessments:*
 - (i) Racing Disciplinary History Assessment;
 - (ii) National Police Record Certificate; and
 - (iii) Stable and Facility Inspection.

8.4 Licence Conditions

In addition to any obligations and conditions as provided by the Rules, an Applicant must agree and acknowledge that, following a grant of Visiting Trainer Licence, the conditions set out below will apply:

- (a) *Required Contact and Permissions:* Prior to arrival in Victoria of any horse trained by a Visiting Trainer, but not later than final acceptance time where such horse has been entered to race, a Visiting Trainer must contact:
 - (i) the Racecourse Manager of the Racecourse or Training Centre where the trainer intends to work his or her horses, to obtain permission for use of facilities available; and
 - (ii) Racing Victoria and complete a 'Horse Movement/Visiting Trainer' form.
- (b) The Visiting Trainer is not permitted to train any horses other than those brought with the Visiting Trainer to Victoria.
- (c) *Stable must be licensed:* The stable location from which the Visiting Trainer trains is, and must at all times be, considered licensed premises under the Rules.
- (d) *Use of training venues:* The Visiting Trainer may use Country and/or Metropolitan Club training venues subject to payment of a Venue Access Fee to, and permission from, the relevant training venue.
- (e) *Entry into jumps outs, trials and races:* The Visiting Trainer may enter horses for:
 - (i) club jump outs (pending individual Club approval);
 - (ii) official trials; and
 - (iii) racing.
- (f) *Limitation of time period for visit:* Except with the prior written approval of Racing Victoria, a Visiting Trainer may only train in Victoria under a Visiting Trainer Licence for a maximum period:
 - (i) between 1 December and 31 July of two (2) months; and
 - (ii) between 1 August and 30 November of three (3) months.

8.5 Punishment for breaches

A Visiting Trainer may be punished for breaching the conditions outlined in 8.4 above, and any horse concerned may have its nomination refused, be withdrawn from any race it is entered in, or be disqualified.

8.6 Annual Licence Fee

An Applicant for a Visiting Trainer Licence who is from Overseas must pay a Licence Fee of \$250.00. The Annual Fee relates to Public Liability Insurance Cover to the value of \$20m.

Once payment has been made, no refund will be provided.

8.7 Entitlement

Subject to ongoing compliance with the terms and conditions of his or her licence, the holder of a Visiting Trainer Licence receives, for the period of the licence, a Trainer Identification Card.

9. TRAINING PARTNERSHIP LICENCE (being up to 3 persons)

Background to Training Partnership Licence

The Training Partnership Licence is granted to trainers holding a Restricted Trainer Licence, General Trainer Licence or a General A Trainer Licence who seek to train as a partnership.

9.1 Requirements for Grant of Training Partnership Licence

To be granted a Training Partnership Licence, the Applicants, being up to three (3) General A, General or Restricted Trainers, must:

- (a) complete the Training Partnership Licence Application Form;
- (b) satisfy Racing Victoria that they are suitable persons to be granted a Training Partnership Licence by meeting the Training Experience and Criteria requirements outlined at 9.2 and 9.3 below; and
- (c) acknowledge and agree to adhere to the specific Licence Conditions, outlined at 9.4 below (NB: in its absolute discretion, Racing Victoria may impose additional Licence Conditions on a Training Partnership Licence at any time).

9.2 Training Experience

Applicants must be the holders of a current Restricted, General, or General A Trainer Licence issued by Racing Victoria pursuant to LR 35A.

9.3 Criteria

In assessing whether an Applicant is suitable to be granted a Training Partnership Licence, Racing Victoria will take into account the following criteria:

- (a) *Assessment:* (In addition to the requirements of an individual licence):
 - (i) Racing Disciplinary History Assessment;
 - (ii) Criminal Record Check; and
 - (iii) Training Record Assessment.
- (b) *Bona fides of training partnership:* Racing Victoria must be satisfied as to the bona fides of the training partnership.

9.4 Licence Conditions

In addition to any obligations and conditions as provided by the Rules, the Applicants must agree and acknowledge that, following a grant of Training Partnership Licence, the conditions set out below will apply:

- (a) *Stable must be licensed:* The Training Partnership's stable location and any other location used by the trainer in connection with the training business is, and must at all times be, considered a licensed premises under the Rules.
- (b) *Use of training venues:* The Training Partnership may use Country and/or Metropolitan Club training venues subject to payment of a Venue Access Fee to, and permission from, the relevant training venue (Training Track Approval).
- (c) *Entry into jumps outs, trials and races:* The Training Partnership may enter horses for:
 - (i) club jump outs (pending individual Club approval);
 - (ii) official trials; and
 - (iii) racing.

- (d) *Minimum number of horses to be trained:* A minimum of 25 horses must be trained by the Training Partnership.

9.5 Annual Licence Fee (in addition to individual General A or General Trainer Licence Fee)

Nil.

9.6 Entitlements and (in addition to individual General A or General Trainer Licence Fee)

Nil.

10. APPLICATIONS TO UPGRADE A LICENCE

A Licensed Trainer may not apply for an upgrade of his or her current Licence within twelve (12) months of having been granted that Licence.

Where an application to upgrade a Licence is approved by Racing Victoria, the Trainer must pay the prevailing Annual Licence Fee prior to the upgraded Licence taking effect.

10.1 Upgrade to General A Trainer Licence from General Trainer Licence

A person that currently holds a Racing Victoria-issued General Trainer Licence may apply for a General A Trainer Licence provided that the person:

- (a) hold, or previously have held (with a PRA), an Unrestricted ('A' or 'Metropolitan') Thoroughbred Trainer licence (or its equivalent) (the A Licence):
 - (i) for a minimum of five (5) years; and
 - (ii) held the A Licence no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; and
 - (iii) held the A Licence for a total of at least one (1) year in the five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (b) hold, or previously have held (with a PRA), an Unrestricted Thoroughbred Trainer licence (or its equivalent) (the Unrestricted Licence):
 - (i) for a minimum of ten (10) years; and
 - (ii) held the Unrestricted Licence no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; and
 - (iii) held the Unrestricted Licence for a total of at least two (2) year in the five (5) years from the date that any (full) Application is submitted to Racing Victoria.

In assessing whether an Applicant is suitable to be granted an upgrade of licence, Racing Victoria will take into account the following criteria:

- (a) *Assessments:*
 - (i) Racing Disciplinary History Assessment;
 - (ii) Criminal Record Check; and
 - (iii) Training Record Assessment (Specifically, number of starters (and winners or placings) in Group One races).
- (b) *Financial Resources References:* The Applicant must provide the following references to the satisfaction of Racing Victoria:
 - (i) Accountant Reference; and
 - (ii) Bank Statements.

10.2 Upgrade to General Trainer Licence from Restricted Trainer Licence

A person that currently holds a Racing Victoria-issued Restricted Trainer Licence may apply for a General Trainer Licence provided that the person:

- (a) hold, or previously have held (with a PRA), an Unrestricted ('A' or 'Metropolitan') Thoroughbred Trainer licence (or its equivalent) for a minimum of one (1) year, and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (b) hold, or previously have held (with a PRA), an Unrestricted Thoroughbred Trainer licence (or its equivalent) for a minimum of three (3) years, and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (c) hold, or previously have held (with a PRA), a restricted, professional Thoroughbred Trainer licence (or its equivalent) for a minimum of six (6) years and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or

- (d) hold, or previously have held (with a PRA), a Thoroughbred Assistant Trainer registration (and employment) for a minimum of ten (10) years in a full-time capacity, or for a minimum of fifteen (15) years in a part-time capacity with an Unrestricted ('A' or 'Metropolitan) Thoroughbred Trainer (or its equivalent) and been registered as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts).

In assessing whether an Applicant is suitable to be granted an upgrade of licence, Racing Victoria will take into account the following criteria:

- (a) *Assessments:*
 - (i) Racing Disciplinary History Assessment;
 - (ii) Criminal Record Check; and
 - (iii) Training Record Assessment (Specifically, number of starters (and winners or placings) in Metropolitan races).
- (b) *Financial Resources References:* The Applicant must provide the following references to the satisfaction of Racing Victoria:
 - (i) Three (3) Supplier Credit References (in writing);
 - (ii) Accountant Reference; and
 - (iii) Bank Statements.
- (c) *Prospective Owner References:* The Applicant must provide three (3) Prospective Owner References (in writing) to the satisfaction of Racing Victoria.

10.3 Upgrade to Restricted Trainer Licence from Pre-Trainer Licence

A person that currently holds a Racing Victoria-issued Pre-Trainer Licence may apply for a Restricted Trainer Licence provided the person:

- (a) hold, or previously have held (with a PRA), an Unrestricted Thoroughbred Trainer licence (or its equivalent) for a minimum of one (1) year, and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (b) hold, or previously have held (with a PRA), a restricted, professional Thoroughbred Trainer licence (or its equivalent) for a minimum of three (3) years and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (c) hold, or previously have held (with a PRA), a Jockey licence (other than an Apprentice) issued by Racing Victoria or an Equine Trainer licence (other than a Thoroughbred), for a minimum of five (5) years and been licensed as such no later than five (5) years from the date that any (full) Application is submitted to Racing Victoria; or
- (d) hold, or previously have held (with a PRA), a Thoroughbred Assistant Trainer registration (and employment) for a minimum of one (1) year in a full-time capacity, or for a minimum of two (2) years in a part-time capacity with an Unrestricted Thoroughbred Trainer (or its equivalent) and been registered as such no later than three (3) years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts); **and either of the following (in conjunction with point (d)):**
 - (i) hold, or previously have held (with a PRA), an Equine Stablehand or Foreperson registration (and employment), or Jockey licence (issued by other than Racing Victoria) for a minimum of five (5) years in a full-time capacity, or for a minimum of ten (10) years in a part-time capacity and been registered as such no later than two (2) years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts); or
 - (ii) hold, or previously have held (with a PRA), an Equine Assistant Trainer registration (and employment) for a minimum of three (3) years in a full-time capacity, or for a minimum of six (6) years in a part-time capacity and been registered as such no later than two (2)

years from the date that any (full) Application is submitted to Racing Victoria (Evidence of actual paid employment is required, such as pay slips and contracts).

In assessing whether an Applicant is suitable to be granted an upgrade of licence, Racing Victoria will take into account the following criteria:

- (a) *Qualification:* The Applicant must have attained a Certificate IV in Racing (Thoroughbred Trainer) qualification in accordance with the National Racing Training Package (or recognised equivalent qualification).
- (b) *Assessments:*
 - (i) Racing Disciplinary History Assessment; and
 - (ii) Criminal Record Check.
- (c) *Financial Resources References:* The Applicant must provide the following references to the satisfaction of Racing Victoria:
 - (i) Three (3) Supplier Credit References (in writing);
 - (ii) Accountant Reference;
 - (iii) Bank Statements; and
 - (iv) Profit and Loss Budget.
- (d) *Proposal:*
 - (i) A detailed Business Plan;
 - (i) Debt Recovery Plan; and
 - (ii) Copy of Owner Contracts and Agreements.
- (e) *Prospective Owner Reference:* The Applicant must provide three (3) Prospective Owner References (in writing) to the satisfaction of Racing Victoria.
- (f) *Client Reference:* The Applicant must provide three (3) Client References (in writing) to the satisfaction of Racing Victoria attesting to the Applicants pre-training of the clients' horses.
- (g) *Stable Inspection:* The Applicant must pass a stable inspection to the satisfaction of Stewards.
- (h) *Interview:* The Applicant must complete a satisfactory telephone interview with Racing Victoria.