




Department of Natural Resources and Environment Tasmania

Office of Racing Integrity

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All mail addressed to: PO Box 1329, Launceston 7250
Telephone: (03) 6777 1900 Fax: (03) 6777 5148
Email: operations@racingintegrity.tas.gov.au



X = SIGNATURE REQUIRED. To apply a digital signature to this form either:
(1) Use the "Sign Document" tool  OR (2) Select "Fill & Sign" from the menu.

▶ **Payment Authorisation is on the last page of this form.** [Click here](#) to view Schedule of Fees or visit nre.tas.gov.au

Application for Renewal of Stable Employee Licence – 2024/2025

A paper administration fee of \$25 will apply in addition to the licence fee shown below.

What category of licence are you renewing?

- Stablehand (Non-Riding) - \$66.00
- Stablehand (Trackwork Riding) - \$66.00 (Medical Examination Report required persons 65 years & over)
- Stable Foreperson (Non-Riding) - \$90.00
- Stable Foreperson (Trackwork Riding) - \$90.00 (Medical Examination Report required persons 65 years & over)

NOTE

Mandatory Training

If you have not completed the required training for this category of licence your application may not be processed.

Personal Details

NB: Applicants under 18 years of age must provide written parental/guardian consent with application.

TITLE:	FIRST OR GIVEN NAMES:	PREFERRED NAME:	SURNAME:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
DATE OF BIRTH:	PLACE OF BIRTH:	2023/24 LICENCE NO.	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
PHONE NO.	MOBILE:	EMAIL:	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
RESIDENTIAL ADDRESS:	SUBURB:	STATE:	POSTCODE:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
POSTAL ADDRESS:	SUBURB:	STATE:	POSTCODE:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
NEXT OF KIN NAME:	RELATIONSHIP:	PHONE NO.	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Compulsory Information

All questions must be answered or circled.

- Name of main trainer: (Please PRINT clearly)
- Do you assist any other trainers? Yes No
 If yes, supply names: (Attach list if necessary)
- Do you intend riding trackwork during the 2024/25 season? Yes No
 If “Yes” you must have been licensed to do so in 2023/24 season or riding assessment and additional application form may be necessary.
- Are you paid to ride trackwork? Yes No
 If “Yes” please supply names of trainers you assist with trackwork.
- Do you ride trackwork on a voluntary basis? Yes No
 If “Yes” please supply names of trainers you assist with trackwork.
- Since you were last licensed have you had a licence disqualified, revoked, suspended, withdrawn or refused by any Racing Authority? Yes No
 If so, please attach details
- Are you currently under any ban/restriction or have any pending matters yet to be determined by any Racing Authority or Racing code (including ORI)? Yes No
- Since you were last licensed have you been convicted for any offence punishable by fine or imprisonment or both in Tasmania or elsewhere?
 (a) Traffic related offences Yes No
 (b) Any other offence Yes No
 If “Yes” please provide details.

You may be required to submit a National Police Record Certificate if requested.
- Are there any current criminal proceedings (or charges) pending against you? Yes No
 If so, please attach details
- Do you give ORI permission to release your address? Yes No
- Do you give ORI permission to release your telephone numbers? Yes No

Additional Requirements Declaration

By selecting “YES” to the below statements, I understand/declare that prior to my renewal being complete, I must action each of the following requirements.

If I intend riding trackwork during the 2024/25 season and I am 65 years of age or older, I must submit a satisfactory **Medical Examination Report**

Yes, I acknowledge No

If I was not licensed to ride trackwork in the 2023/24 season and I intend doing so in the 2024/25 season I must submit a full medical examination report and contact ORI to organise any additional application requirements and/or arrange a riding ability assessment.

Yes, I acknowledge No

Trackwork Riders: Medical/Health Information:

(To be completed by persons under 65 years who submitted a medical in any of the preceding five (5) seasons)

(a) Have you suffered any medical condition or injury since you last supplied a medical examination report?

Yes No

If YES, please provide details:

(b) Have you had any surgical procedures or hospital admission since you last supplied a medical examination report?

Yes No

If YES, please provide details:

(c) Have you made a claim for Workers Compensation since you last supplied a medical examination report?

Yes No

If YES, please explain the circumstances:

(d) Please provide details of any oral, injectable, or topical medication currently prescribed for you by a Medical Practitioner (also include any herbal preparations you use whether prescribed or otherwise) and the reason you are using this.

Yes No

(List below or attach separate sheet if necessary)

Mandatory Training

■ Have you now or in the past, attached evidence of mandatory training as required for this category of licence?

Yes No Unsure

If “No” or “Unsure” please contact ORI for assistance or provide a copy of your evidence.

Declarations

Rules of Racing: I acknowledge that I am bound by the Rules of Racing of Tasmania and of any other Principal Racing Authority in which I perform Stable Employee duties, I agree to familiarise myself with these Rules and amendments made to these Rules from time to time.

Yes, I acknowledge No

National Police Record Certificate: In circumstances where the Director of Racing sees fit, I consent to obtaining a National Police Record Certificate and providing it to the Office of Racing Integrity (if requested to do so).

Yes, I acknowledge No

Criminal Charges: After submitting this Application, I acknowledge that I must inform the Office of Racing Integrity of any criminal charges laid against me within seven days of any charges being laid. Updates must be sent by email to: operations@racingintegrity.tas.gov.au

Yes, I acknowledge No

Personal Information Protection Statement

You are providing personal information to the Office of Racing Integrity, Tasmania (ORI), which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by ORI for the purpose of processing your application for a licence and/or registration and associated purposes, pursuant to the *Racing Regulation Act 2004*, associated legislation and the Rules of Racing as adopted by Tasracing from time to time. Failure to provide this information may result in your application not being processed or records not being properly maintained. Your personal information will be used for the primary purpose for which it is collected and may be disclosed to contractors and agents of Tasracing, Tasmanian race clubs, law enforcement agencies, courts and other organisations authorised to collect it. Your basic personal information may be disclosed to other public sector bodies where necessary, for the efficient storage and use of the information. You have the right to access your personal information by request to ORI and you may be charged a fee for this service.

IMPORTANT NOTE

In making my application to be licensed as a Stable Employee, I hereby:

- Declare that the information contained in this Application for Licence is true and correct and I am aware of the consequences for giving false information or failing to declare all relevant information;
- Agree that in the event of my application being approved to be bound by, and comply with, the policies, directions and Rules of Racing in Tasmania, as amended from time to time;
- Agree that I am bound by Tasracing’s Conditions of Entry (www.tasracingcorporate.com.au/conditions-of-entry) and Track Rules (www.tasracingcorporate.com.au/wp-content/uploads/2012/11/TASRACING-TSD0057-Thoroughbred-Track-Rules.pdf) as set down from time to time by Tasracing at both training and racing venues; and
- Declare that I have read and understood the information on the Licence Information sheet provided with this application as it refers to my application for renewal.

If I am under 65 years of age and have answered the medical questions in this application, I hereby:

- Declare that all information I have provided in this application and any attachments is correct and I have not withheld any information that is relevant to this application.
- Declare that I have not provided for the purposes of medical information any false or misleading information. I acknowledge that if I have provided any false or misleading information then I have failed to fulfil the standards necessary to obtain my licence and I am liable to immediate cancellation or suspension of my licence.
- Declare that if I should be diagnosed with any condition or the circumstances of my current health status change then I agree to immediately notify the Office of Racing Integrity.

MAIN TRAINER’S SIGNATURE:

X

APPLICANT’S SIGNATURE:

X

DATE:

Licence Information

The following information applies to the **2024/2025** thoroughbred racing season and forms part of your application.

Application for Renewal Form

The Application for Renewal of Licence form must be completed and lodged with the Office of Racing Integrity (ORI) by **Friday 5 July 2024** to ensure that processing will be completed prior to the commencement of the season on 1 August 2024. Late lodgement will cause delays in processing.

As the preference for renewing applications is now by the SNS online method, all paper-based applications will incur an **administration fee of \$25 in addition** to the prescribed licence fee.

You should obtain and provide a unique email address as soon as possible because it is ORI's intention to phase out paper-based renewal applications.

Your licence includes the following:

- Photo Identification card

Applications must be lodged either by email, mail, fax or in person to our Launceston office.

Applications cannot be accepted by Stewards or other staff members at race or trial meetings.

Licence Upgrade / Change of Category

Should you wish to upgrade your licence or apply for a different category, please contact ORI to obtain an application form and information with respect to other documentation, which may be required.

Payment

Payment options are included with this application.

Application Forms

If you have multiple licenses, you should complete and return each application form to renew that licence. It is however only necessary to pay the **highest fee applicable** except for a Farrier or Restricted Plating licence which attracts a fee in addition to any other licence fee applicable.

Compulsory Medical Examination

All persons 65 years of age or older who want to be registered to perform trackwork duties including trainers must supply a medical examination report for Season 2024/2025.

Any registered doctor can complete the medical examination. **The fully completed form must be returned with your application.** A certificate of fitness will not be accepted.

All persons 14 to 64 years of age who want to be registered to perform trackwork duties including trainers will only be required to supply a medical examination report every 5 years commencing from the 2020/21 season.

- IE: If you last submitted a medical as part of your registration for trackwork during the 2019/20 season **you will be required** to provide a medical report with your renewal for the 2024/25 season.
- If you have provided a medical report since the 2019/20 season you **will not be required** to provide a medical with this renewal. Additional questions will be asked on your renewal application which **MUST** be answered.

The Director of Racing reserves the right to request a full medical report or further information from a registered medical examiner should it be deemed necessary based on any information supplied.

Trackwork Rider Information

Under the Australian Rules of Racing, at all times when mounted on a horse, you wear an approved safety vest, a properly affixed and approved skullcap and approved footwear.

Insurance Requirements – Trackwork Riders

- Trainers and/or trackwork riders must negotiate an employment arrangement to ensure an employer/employee relationship is in place.
- Trackwork Riders** – All applicants must be registered as a Stablehand (Trackwork Rider) or Stablehand (Non-Trackwork). You are no longer be able to register solely as a Trackwork Rider. Any questions contact ORI on 6777 1900.

All Riders – Notification of Injury or Illness

Existing licence or permit holders who, during the period of the licence or permit, suffer a significant injury (e.g. concussion, fracture) or significant illness (e.g. cancer, hepatitis) that could in any way affect their fitness to ride, must inform ORI at the earliest opportunity. This applies to any significant illness or injury – regardless of whether or not it resulted from a racing incident (e.g. road traffic accident, skiing, hang gliding etc.).

Rider Vision Standards

All riders (jockeys, apprentice jockeys, approved trial riders, trackwork riders (including trainers)) should be aware that national standards apply in relation to visual acuity (ability to see clearly).

- Minimum requirements with or without corrective lenses –
 - “good eye” 6/9 or better;
 - “worse eye” 6/18 or better.
- Corrective lenses are acceptable provided that these are “soft contact lenses”.
- Monocular vision, visual field defects and diplopia are not acceptable.

Mandatory Training Requirements

To obtain and/or maintain a licence of any category, participants must comply with any training requirements as mandated by Tasracing from time to time. For information on current training requirements for any licence category, please contact Tasracing via email to racing@tasracing.com.au or phone (03) 6212 9333. All licensed persons must attend any workshops mandated by Tasracing as compulsory.

AR.278 – Disqualified Persons Bound by Rules during disqualification

- (1) Subject to subrule(2), if a licensed person is disqualified, that person’s licence immediately ceases and becomes void, and that person must make application to a PRA to be relicensed in order to be granted a new licence.
- (2) For the duration of a period of disqualification, a disqualified person is and remains bound by, and subject to, the Rules.

AR.23 – Suspension pending the hearing and determination of a charge

Without limiting any other rules or Stewards’ powers, if a person has been charged with a breach of these Rules (or a local rule of a Principal Racing Authority) or with the commission of an indictable criminal offence, and if the Stewards are of the opinion that the continued participation of that person in racing might pose an unacceptable risk of prejudicing the image, interests, integrity or welfare of racing, the Stewards may pending the hearing and determination of the charge:

- Suspend any licence, registration, right or privilege, granted under these Australian Rules;
- Prevent any horse owned (or part owned) or leased by that person from participating in any race or official trial;
- Order that any registration of the transfer of ownership and/or training of a horse related to that person be prevented or suspended;
- make any other direction or order the Stewards think fit in the interests of racing.


Licensing Review Guidelines

All licensed participants are subject to review, on at least an annual basis. Relevant matters for the Director to consider include:

- (a) If the participant has been found guilty of breaches of the Rules of Racing on multiple occasions;
- (b) If a horse that the participant is responsible for is not presented in a way public confidence can be guaranteed;
- (c) If the participant engages in actions that are detrimental to the image of the industry and public perception;
- (d) If the participant fails to meet a level of activity commensurate with the licence category; or
- (e) If the participant no longer meets the requirements of a “fit” and “proper” person.

The Director of Racing may issue a show cause notice on any participant, who is deemed not to meet the guidelines, as to why they should retain their licence.

The above guidelines refer to all licences, whether they be a new applicant, an upgrade or a renewal.

X = SIGNATURE/S REQUIRED. To apply a digital signature to this form either:
(1) Use the "Sign Document" tool  OR (2) Select "Fill & Sign" from the menu.

Payment Authorisation

Please complete and return this page with your completed form.

1. Credit Card Authorisation



CREDIT CARD TYPE: VISA Mastercard



CARD NUMBER:

EXPIRY DATE:

 /

CCV:

NAME ON CARD:

CONTACT PHONE NUMBER:

AMOUNT:

CARD HOLDERS SIGNATURE:

I agree to NRE – Office of Racing Integrity charging my credit card with the amount shown above.

Please contact me to obtain credit card details once application forms have been submitted and received.

2. Other Payment Options

If you are not able to make a payment via a debit or credit card, please contact us to make an alternative arrangement.



Telephone: (03) 6777 1900



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In person: ORI Office, Prospect Government Offices, 171 Westbury Road, Prospect, Tasmania 7250.