



Rider's Agent Licence
Application/Renewal Form 2017/18
(1 Aug 2017 to 31 Jul 2018)

OFFICE USE ONLY
Received date: Reviewed by: Processed date:

1 Check your personal details:

Form with fields for Title, First Name, Surname, D.O.B., Sex, Residential Address, Suburb, State, Post Code, Mobile/Phone, Email, and Category of Licence (RIDER'S AGENT or VISITING RIDER'S AGENT).

2 Status:

Tick "NEW" APPLICANTS

For Applicants that were not licensed as a Rider's Agent or Visiting Rider's Agent within Victoria for the 2015/16 racing season, ending 31st July 2016:

IDENTIFICATION - Attach a copy of one (1) of the below identification documents: Current Drivers Licence or, Passport or, Birth Certificate

PHOTO - Attach a colour passport-sized Photo to this application or, Email a photo to licensing@racingaustralia.horse

MANDATORY TRAINING - Attach evidence that you have completed the Mandatory Training Skill Set outlined in Attachment One (1) of this Application Form.

NATIONAL POLICE RECORD CERTIFICATE - Attach a completed National Police Record Certificate (dated within the last 6 months). Recommended: Precise Background Services precisebackground.com

INDUSTRY REFERENCE - Attach a reference from an industry - related person (E.g. Licensed Trainer) attesting to your character and knowledge of the industry.

VISITING RIDER'S AGENT APPLICANTS ONLY: Do you currently hold an active Rider's Agent licence issued by your home-based Racing Authority? Y N

Tick RENEWING APPLICANTS

For Applicant that were licensed as a Rider's Agent or a Visiting Rider's Agent within Victoria for the 2016/17 racing season, ending 31st July 2017:

LICENCE STATUS - I held a Rider's Agent or Visiting Rider's Agent licence granted by Racing Victoria for the 2016/17 racing season. Yes or No

3**Declarations:****Rules of Racing:**

I acknowledge that I am bound by the Rules of Racing of Racing Victoria and of any other Principal Racing Authority in which I perform rider agent-related duties (Rules), and I agree to familiarise myself with these Rules, including the Rules relating to rider agents and amendments made to these Rules from time to time.

Yes, I acknowledge No
(Tick here)

National Police Record Certificate:

In circumstances where Racing Victoria's Intelligence and Compliance 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 No
(Tick here)

Criminal Charges:

After submitting this Application, I acknowledge that I must inform Racing Victoria's Intelligence and Compliance of any criminal charges laid against me within seven days of any charges being laid. Updates must be sent by email to icu@racingvictoria.net.au.

Yes, I acknowledge No
(Tick here)

4**Questionnaire:**

Are you currently under any ban/restriction imposed 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 by any Racing Authority of any code (including Racing Victoria)?

Yes No

If Yes, please explain the circumstances:

Have you, in the last 10 years, been:
(a) found guilty of a criminal offence?
(b) imprisoned?
(c) placed on parole?

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**Declare riders being represented (Existing and New):**

You must attach a copy of the **signed agreement** between you and any **new** rider you are representing or this application will be considered **incomplete** –

Jockeys' Full Name		If representing a new rider, have you attached a signed agreement between yourself and the new rider?		
1.	<input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If No, this rider will not be displayed in Inside Racing as being represented by you.
2.	<input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If No, this rider will not be displayed in Inside Racing as being represented by you.
3.	<input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If No, this rider will not be displayed in Inside Racing as being represented by you.
4.	<input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If No, this rider will not be displayed in Inside Racing as being represented by you.
5.	<input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If No, this rider will not be displayed in Inside Racing as being represented by you.

6**Payment (If a fee is applicable):**

Alternatively, enclose a Cheque or Money Order payable to Racing Victoria. A significant discount applies if you renew *online* by Credit Card.

Retain a copy of this form for your taxation records	RACING VICTORIA LIMITED ABN 88 096 917 930 Tax Invoice Receipt Total amount payable (Inc. GST)
Description of items included:	
<ul style="list-style-type: none"> Annual Admission Ticket to Victorian Racecourses Inside Racing Magazine <p><i>*Note: An Inside Racing Magazine subscription remains mandatory for <u>each</u> licensee</i></p>	<p>Refer Section 1</p> <p>(Renewals received <i>after</i> 31 July will automatically incur a late fee of \$100.00)</p>

Credit Card Type (Please circle):	Credit Card Number:
MASTERCARD / VISA	
Cardholder's Name (Please print):	Credit Card Expiry Date (MM/YY):
	Credit Card Verification (CVN)
Cardholder's Signature:	Today's Date (DD/MM/YY):

Please retain a copy of this form for your taxation records.

7**Acknowledgements and declarations:****PRIVACY STATEMENT:**

Racing Victoria is the body responsible for and carries out the functions of: determining and issuing occupational licences authorising persons to participate in the Victorian thoroughbred racing industry ("Licensed Persons"); supervising Licensed 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 ("Privacy Policy"). In the course of performing its functions, Racing Victoria may seek personal information from you for the purposes of:

- o making determinations in relation to your licence application, renewal or continuance;
- o meeting supervisory responsibilities in relation to you as a Licensed Person;
- o promoting or protecting the integrity of the thoroughbred racing code and ensuring compliance with the Rules of Racing;
- o administering and promoting racing operations (including your participation in races and the industry); and
- o any other function or activity described in the Privacy Policy.

For these purposes, Racing Victoria may also obtain personal information about you from, or disclose your personal information to, third parties such as enforcement bodies, government authorities, other racing control bodies 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. 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 Racing.com, Clubs and Racing Australia Pty Ltd) to facilitate your participation in racing and the promotion of racing.

You may make a request to Racing Victoria to gain access to information held by Racing Victoria in relation to you by writing to the Privacy Officer, Racing Victoria, 400 Epsom Road, Flemington, 3031. Should you decline to provide personal information to Racing Victoria when requested by Racing Victoria as part of its licensing and supervisory activities, Racing Victoria may refuse to grant or renew such a licence or may revoke or suspend your licence.

Important Note:

In making my application to be licensed as a rider's agent; I hereby:

- o Declare that all particulars in my application are true and correct;
- o 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 an official of any Club;
- o Acknowledge that I have read this application in full, including the Privacy Statement;
- o Acknowledge that Racing Victoria may request further information from me in respect of this application;
- o Consent to Racing Victoria obtaining personal information about me from others and using and disclosing my personal information as noted in the Privacy Statement;
- o **For individuals renewing their licence from the previous racing season, consent to Racing Australia applying a \$100 late fee to my payment should this renewal be received by Racing Victoria after 31 July.**

Sign Here:	Today's Date:
<p>For individuals renewing their licence from the previous racing season, a \$100.00 late fee will automatically apply if this application is received after 31 July</p>	





FOR “NEW” APPLICANTS ONLY

INDUSTRY MANDATORY TRAINING

All *new* applicants for the grant of a Riders Agent licence must complete skills training as nominated by the Board of Racing Victoria. **Note; any “existing” applicant will not be required to complete this training.**

An outline of the specific nationally accredited training units required for the riders agent category of licence, is as follows:

RIDERS AGENTS:

1. Comply with the Rules of Racing; and
2. Communicate in the Workplace.

Following is some frequently asked questions relating to the completion of this training. If you have any queries, do not hesitate to contact your nearest TAFE training provider:

1. What if I already have the skills and experience, or I have already completed some training in the past?

You will still be required to complete the mandatory training. However, the process does allow for a “fast track” option, called *Recognition of Prior Learning (RPL)*. Simply notify the TAFE provider that you believe you have the necessary skills and experience, or have previously completed training. The TAFE provider will then take your previous training or experience into consideration.

Completing this training provides you with formal recognition for your level of experience gained over the years. It can also provide you with a pathway to further studies within the equine industry should you wish to experience other aspects of the industry.

2. What is the cost of completing the training?

The cost of training can vary depending on whether you are eligible for Government funding, however it depends on what level of education/qualification you already have – please ensure you discuss this with your TAFE provider.

Generally, the cost of training will range from \$150 to \$300.

3. Who do I contact to complete the training?

You will need to contact one of the TAFE providers listed below:

Racing Industry Skills Centre

John Randles
P: 03 5449 3590
E: admin@hrtcbendigo.com.au
www.hrtcbendigo.com.au

Melbourne Polytechnic

Epping
Debbie Jones
P: 03 9269 1200
E: debbiejones@melbournepolytechnic.edu.au
www.nmit.edu.au

Skillinvest Limited

Office Administration: 03 5381 6200
David Cookson
M: 0439 552 402
david.cookson@skillinvest.com.au
Kim Packer
M: 0418 349 269
Kim.packer@skillinvest.com.au

NCEE

Wangaratta
Rhonda McCallum
P: 03 5723 6229
E: rmccallum@gotafe.vic.edu.au
www.ncee.edu.au