

Trainer’s Licence Application 2009 – 2010



QUEENSLAND
RACING

Application Fee (Please tick box)

- | | |
|--|----------|
| <input type="checkbox"/> Owner-Trainer | \$259.00 |
| <input type="checkbox"/> Trainer | \$289.00 |
| <input type="checkbox"/> No. 2 Trainer | \$339.00 |
| <input type="checkbox"/> No. 1 Trainer | \$369.00 |

Overview of the Licensing Process for Trainers

It is advised that you contact Licensing to discuss the requirements before completing the form.

You must obtain a Trainer’s Licence if you intend to be responsible for training thoroughbred horses to compete in racing on which betting is conducted. Being a licensed trainer means that you will have to carry substantial responsibilities in relation to the welfare of licensed animals. Queensland Racing Limited (QRL) will only issue a trainer’s licence to persons over 18 years of age and who satisfy:

- A probity assessment (of your suitability to be involved in the thoroughbred racing industry); and
- A competency assessment. **Note** if you have not been licensed in the racing industry before you may be asked to serve at least 6 months as a stablehand to ensure you have the practical skills required.
- You must attach **3 written references** from trainers or recognised industry participants testifying to your ability to educate racehorses and experience in strapping and caring for racehorses.
- You must include a **budget** for your training activities- open trainers require a more detailed budget showing costs versus income monthly and annually. Contact Licensing if you have questions on the above requirements.

Once a properly completed written application is received and the application has passed the probity assessment, you may be asked to:

- (A) demonstrate the practical skills required of a horse trainer
- (B) take a written test of horse knowledge, horse health, raceday procedures and rules of racing. You should be thoroughly familiar with procedures and rules to succeed in this test. A copy of the rules is provided during the test.

It is a condition of any trainers’ licence that trainers provide satisfactory evidence of appropriate Workers Compensation (Certificate of Currency) and Public Liability insurance (payment to QRL) arrangements. While you are a licensed trainer, you must abide by the Rules of Racing (as amended from time to time).

How to Complete this Form

To enable your application to be considered promptly, you must:

- **answer ALL questions in this application form truthfully;**
- **attach evidence of your identity e.g. certified copy of passport or birth certificate**
- **attach a National Police Certificate, which you may obtain from your local police station;**
- **attach pictures of your stables, and any additional information outlined in this form;**
- **written approval from the training facility you are proposing to train from if available;**
- **sign the declaration on the last page of this form**
- **attach one recent passport sized photographs of yourself.**
- **proof of your right to work if you are not an Australian citizen e.g. certificate of residence/ visa.**
- **attach trackwork rider medical form if you intend to ride trackwork**
- **attach WorkCover Certificate of Currency, budget and references**

It is advised that you contact Licensing to discuss the requirements before completing the form.

Queries should be directed to QRL’s Licensing Department on (07) 3869 9751. This form can be return to an office of QRL, or by posting to PO Box 63, SANDGATE QLD 4017.

Payment to QRL: Either Cash, Cheque, Money Order or Credit Card

Please circle:	Visa	Mastercard	Expiry Date	__ / __
Card Number	____ / ____ / ____ / ____			Amount \$ _____
Cardholder’s Name:	_____			
Signature of Cardholder:	_____			

YOUR PERSONAL DETAILS	
This information is collected for the purposes of enabling QRL to identify and contact you.	
1.	Full Name
2.	Have you been known by any other name?
3.	DOB & place
4.	Residential Address
5.	Postal Address.
6.	Home Phone Number
7.	Mobile Number
8.	Facsimile Number
9.	Email address
NOMINATED CONTACT PERSON	
This information is collected to enable QRL to contact a person nominated by you in the event of an accident or emergency. QRL may disclose this information to third parties.	
10	Nominated Contact Person.
11	Persons’ relationship to you.
12	Best Contact Number
13	Does this person hold a “power of attorney” over your affairs?
EMPLOYMENT HISTORY	
QRL collects this information to determine whether you have had the opportunity to develop skills and to receive practical training in caring for, training and having responsibility for the day to day care of thoroughbred horses. QRL may contact any trainers who you have worked for in the past 4 years for the purpose of determining whether you possess the skills and aptitude necessary to be a licensed trainer.	
14	Name of Trainer/Employer
15	Phone number of Trainer/Employer
16	Period of employment
17	Please list the names and contact phone numbers for any other trainers who have employed you in the last 4 years.

THOROUGHBRED RACING EXPERIENCE		
<p>In addition to prior employment with trainers, QRL is required to assess the opportunities you have had to learn how to care for and train thoroughbred racehorses and to comply with the Australian and Local Rules of Racing. The ability to train horses is developed over a number of years, and the purpose of these questions is to determine the circumstances in which you have developed these skills.</p>		
18	Please outline how you have developed skills in training thoroughbred horses and the period of time over which you have developed these skills.	
19	<p>Please provide the names and contact details of persons who have witnessed your ability to train thoroughbred horses, or other horses.</p> <p>Three (3) written references from currently licensed trainers must be included with this application.</p>	
CONTACT WITH RACING CONTROL BODIES		
<p>As part of the licensing process, QRL will liaise with interstate and overseas Racing Control Bodies in all codes of racing, to determine whether you have ever been involved in racing in any capacity and your disciplinary history with any bodies that have issued you with a licence. QRL will disclose to other Racing Control Bodies the fact that you have made application to QRL for a licence and your date of birth and contact details for the purpose of identifying you.</p>		
20	<p>Have you previously been licensed by QRL?</p> <p>If yes, please list type and dates.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>
21	<p>Have you held a licence that was issued by an interstate or overseas control bodies such as;</p> <ul style="list-style-type: none"> • NSWTRB / Racing Victoria Ltd • Harness or Greyhound control bodies • New Zealand Thoroughbred Racing Board <p>If yes please provide details.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>
22	<p>Have you ever had a licence disqualified, revoked, suspended, withdrawn or refused by any Racing Authority?</p> <ul style="list-style-type: none"> • If so with which authority did this occur and when? 	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>
CRIMINAL HISTORY		
<p>N.B-Sch.3 Racing Act 2002-“conviction” of an offence means being found guilty of an offence, on a plea of guilty or otherwise, whether or not a conviction is recorded.</p> <p>As part of the licensing process, QRL requires every applicant to obtain a National Police Certificate from their local police station and attach the original certificate to this application. If you are not an Australian citizen, you will need to obtain a police certificate from your country of origin. Any criminal conviction incurred in any country in the world must be disclosed.</p> <p>A prior criminal history does not prevent a person from obtaining a licence, but any prior convictions are taken into account when deciding whether an applicant is a fit and proper person to be involved in thoroughbred racing in Queensland. This information may be disclosed to QRL personnel; government authorities.</p>		
23	Do you have any prior criminal convictions or charges? If so, please outline the circumstances surrounding your charges or conviction/s. (Please attach additional information to your form should there be insufficient room).	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>
24	<p>Are you currently facing a charge for any offence anywhere in Australia or overseas?</p> <p>If so, please advise the nature of the charge, the Court location and next remand or hearing date.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>

25	<p>Have you ever been charged with any offence relating to cruelty to animals?</p> <p>If so, please outline the nature of the charge and the outcome of the matter.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>
<p>KNOWLEDGE OF FINANCIAL OBLIGATIONS</p> <p>QRL needs to ensure that trainers are aware of their obligations under various laws relating to the payment of income tax, GST and the need to disclose to the relevant Government Departments, including the Department of Social Security, income earned from training horses.</p>		
26	<p>(A) Will training be your full-time occupation? If not, what is your main occupation?</p> <p>(B) What is your main source of income?</p> <p>(C) Will your training activities breach Government rules related to benefits/entitlements or taxation?</p>	<p>(A)</p> <p>(B)</p> <p>(C) YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>
	<p>What is your Australian Business Number (ABN)?</p> <p>If you do not have an ABN, please attach to this application form a written explanation signed by you, as to why you are a “hobbyist” as this term is understood in GST legislation.</p>	
27	<p>Please provide details of the bank account which you would like Queensland Racing to pay prize money into:</p> <ul style="list-style-type: none"> • Bank; • Name of account; • BSB (Branch Number); • Account number. 	<p>Account Name: _____</p> <p>BSB (6 digits): _____</p> <p>Account Number: _____</p>
28	<p>Have you ever been declared bankrupt? If so, please detail the circumstances on a separate attachment to this document.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>
29	<p>Have you ever, in the last 7 years, had to enter into an arrangement to satisfy debts owed to creditors? If so, please provide details on a separate attachment to this document.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>
30	<p>Are you able to pay your debts as and when they fall due?</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>
31	<p>Have you ever had a court judgment entered against you? If so, please provide details.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>
32	<p>How many horses do you propose to train?</p>	
33	<p>At what training facility do you intend to train?</p>	
34	<p>Have you taken any steps to obtain the consent of the training facility to train your horses at the facility? (Please attach your written approval to this document).</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Details:</p>

35	The address of the stables you propose to stable your horses? (attach photographs or a disk of images of the stables to this application form)	
36	How many boxes and yards are at the stable?	
37	Do you own or rent the stables?	Own <input type="checkbox"/> Rent <input type="checkbox"/> Owner’s name:
38	Is there a secure feed room at the stables?	YES <input type="checkbox"/> NO <input type="checkbox"/> Details:
39	Do you intend to train horses owned by other people?	YES <input type="checkbox"/> NO <input type="checkbox"/>
40	Please list the names of all the Owners that you propose to train horses for? • _____ • _____ • _____	• _____ • _____ • _____ • _____
41	Do you intend to employ any persons to assist you to care for the horses, and if so, who are those persons and are they licensed?	YES <input type="checkbox"/> NO <input type="checkbox"/> Details:
42	Do you intend to ride your own trackwork? If yes, attach current Trackwork Rider Medical. You must have a current medical and QRL approval.	YES <input type="checkbox"/> NO <input type="checkbox"/> Details:
43	Have you established an account with a feed merchant? If so, who?	YES <input type="checkbox"/> NO <input type="checkbox"/> Details:
44	Who will provide veterinary services? Have you established an account with that vet?	Name:..... YES <input type="checkbox"/> NO <input type="checkbox"/>
45	Who will provide farriery services? Have you established an account with that farrier?	Name:..... YES <input type="checkbox"/> NO <input type="checkbox"/>
46	Are you prepared to have imposed as a condition on your licence, that your licence will be immediately suspended if you fail to pay the accounts of your feed merchant, veterinarian and farrier within a reasonable period of time?	YES <input type="checkbox"/> NO <input type="checkbox"/> This is a condition of the licence.
47	Have you prepared a business plan for your proposed training activities? If so, please attach it to this application.	YES <input type="checkbox"/> NO <input type="checkbox"/> Details:
48	Have you attached a budget for your proposed training activities? Required for all applications	YES <input type="checkbox"/> NO <input type="checkbox"/> (application not accepted) Attach budget to application
49	Have you undertaken any training in the preparation of financial accounts?	YES <input type="checkbox"/> NO <input type="checkbox"/> Details:
50	Have you made arrangements with any adviser in relation to the preparation of your financial accounts?	YES <input type="checkbox"/> NO <input type="checkbox"/> Details:

51	<p>Please indicate your acceptance of the following licence conditions (refusal means licence will not be granted)</p> <ul style="list-style-type: none"> <input type="checkbox"/> issue pay slips and/or retain records for all payments made to all employees, including track work riders and stable hands; <input type="checkbox"/> pay your stable hands in accordance with relevant awards applicable to stable hands; <input type="checkbox"/> pay your employees superannuation and remit tax in accordance with relevant Federal laws; <input type="checkbox"/> maintain a policy of public liability insurance at all times; <input type="checkbox"/> maintain a policy with WorkCover Queensland insuring any track work riders and stable hands used by you; <input type="checkbox"/> regularly update yourself in relation to the rules of racing and any amendments to the rules of racing; 	<p><i>tick <input checked="" type="checkbox"/> if yes- <input type="checkbox"/> if no</i></p>
52	Do you lodge tax returns on an annual basis?	YES <input type="checkbox"/> NO <input type="checkbox"/>
53	Have you lodged your tax return for the previous financial year? If not, please provide a written explanation by way of attachment to this document.	YES <input type="checkbox"/> NO <input type="checkbox"/> Details:

TRAINER’S DECLARATION

I, _____
Name of applicant
of _____
residential address

do solemnly and sincerely declare as follows:

1. All the information contained in this application form is true and correct in every particular.
2. I have read the Australian Rules of Racing and Queensland Racing Limited’s (QRL) Local Rules of Racing (“the Rules of Racing”). I am aware that is my obligation as a trainer to update myself in relation to any rule changes and to abide by those new rules. I also agree to be bound by the Policies of QRL and the Rules of Racing (which can be accessed at QRL’s website) as they apply from time to time.
3. I am not currently subject to any disciplinary action initiated by any other Principal Racing Authority (PRA) in Australia or New Zealand. I will immediately inform QRL should any other PRA initiate disciplinary action against me.
4. I understand that if I do not pay any amount owed to QRL within the required time, QRL may set off this debt against any prize money due and owing to me through the Central Prize Money System (CPS) administered by QRL.
5. I authorise QRL to make deposits via Electronic Funds Transfer into the bank account nominated by me in this application form. I understand that if my bank account details change, I will have to notify QRL in writing of the new bank account details and that until I notify QRL in writing of the change, QRL may still make deposits into the account nominated.
6. For GST purposes relating to the supply of training services by me (the Supplier), to QRL (the Recipient):
 - a. I, (the Supplier) acknowledge that I am registered for GST purposes and I will notify QRL in writing if I ceased to be registered for GST purposes;
 - b. I (the Supplier) will not issue tax invoices in relation to any prize money (supplies) that QRL may have to pay me;
 - c. QRL (the Recipient) can issue tax invoices in respect of prize money (supplies) that it has to pay me;
 - d. I (the Supplier) will not issue tax invoices in respect of the supplies;
 - e. I understand that QRL is registered for GST purposes and that it will notify me in writing immediately if it ceases to be GST registered or it is otherwise unable to prepare Recipient Created Tax Invoices (RCTI) on my behalf;
 - f. I understand that QRL can only issue an RCTI on my behalf if it complies with the requirements established.
7. I authorise QRL to disclose information provided by me in this application form to:
 - a. The PRA that licensed me and any other PRA for assisting the conduct of racing and ensuring integrity.
 - b. The emergency contact person nominated in this form;
 - c. State and Federal Government departments and regulatory authorities;
 - d. The Credit Reference Association of Australia (CRAA);
 - e. Persons currently unknown for the purpose of complying with statutory obligations requiring QRL to disclose information.
8. I acknowledge that QRL collates personal information about me as part of its licensing and disciplinary processes. I authorise QRL to disclose information relating to my disciplinary history in Queensland to other PRA’s in Australia and New Zealand.
9. I consent to QRL contacting other Australian and overseas Racing Control Bodies and I consent to those bodies disclosing such information as may be requested at any time by QRL.
10. I understand that if I make misleading statements to QRL, that I will be subject to disciplinary action that may result in the revocation of my trainer’s licence.
11. I understand that QRL may grant me a licence on various conditions and that QRL has the right to impose additional conditions on my licence, during any licensing period.
12. I understand that QRL may audit me at any time, to determine whether I am complying with the Policies and Rules of Racing issued or adopted by QRL.
13. I understand that QRL may revoke my licence if I fail to pay debts as and when they fall due.
14. I authorise QRL to place the necessary personal details in the Queensland Racing Magazine enabling persons to contact me.

Trainer’s Full Name

Witnesses Full Name

Signature of Trainer

Signature of Witness

Date

Date