

PO Box 1034
BANKSTOWN NSW 1885
T 02 9722 6613
F 02 8580 5792
registration@hrnsw.com.au
www.hrnsw.com.au

# APPLICATION FOR A HRNSW STABLEHAND LICENCE – PAID WORKER

# **NON-DRIVING ONLY**

Please note that this licence application must be accompanied by all documentation as specified by the Harness Racing NSW Licencing Policy clause(s) applicable to the licencing level being applied for (the policy is available at <a href="www.hrnsw.com.au">www.hrnsw.com.au</a>, by referring to the <a href="Requirements">Requirements</a> Checklist included as part of this application or by contacting Harness Racing NSW). Applications received that are incomplete, unaccompanied by the specified documentation or the required payment will be returned to the applicant unprocessed. Identification photographs can be taken using a smart phone or similar device and emailed to <a href="registration@hrnsw.com.au">registration@hrnsw.com.au</a> quoting the full name of the applicant in the subject line (passport style photos are also acceptable). <a href="Motor that an applicant must have attained the age of 14 years to apply for this licence level">Note that an applicant must have attained the age of 14 years to apply for this licence level</a>.

This application should only be completed by a person whom wishes to work for a currently licenced New South Wales Harness Racing Trainer and will receive a fee or reward for his/her services as a Stablehand. A licence, if issued on the basis of this application, is not transferrable to another sponsoring trainer unless approved, in writing, by HRNSW.

### ALL QUESTIONS MUST BE ANSWERED

Note that all applications submitted are subject to review by the Harness Racing NSW Licencing Committee which may necessitate further information being required of an applicant prior to a licence being considered or approved. Please allow between 2 – 6 weeks for the processing of your application (dependent upon lodgement date).

upon lodgement date).							
Title	Surname		Given Nar	Given Names			
Are you an Australian re	Are you an Australian resident YES / NO? If NO, provide full details and attach a copy of the appropriate Work Visa  Date of Application						
Residential Address	Residential Address Post Code						
Postal Address (if differe	nt from residential)					Post Code	
Home Phone		Work Phone		Fax Nu	mber		
Mobile Number		Date of Birth	PI	Place of Birth			
email address							
Sponsoring Trainer's Ful	Sponsoring Trainer's Full Name (including middle initial)  Licence Number						
	TYPE OF STABLEHAND LICENCE BEING APPLIED FOR						
Tick <b>√</b> as applicable	1st Time A	Applicant (18 Years & Over)	Renewal Only (18 Ye	ears & Over)	1 <sup>st</sup> Time Applicant (	17 Years & Under)	
	One Off Fee = \$80.00 Annual Fee = \$60.00 Annual Fee = \$30.00					e = \$30.00	
	CR	EDIT CARD PAYMENT OPTION (	VISA OR MASTER	CARD ONLY)			
Card Number:							
Expiry Date :	CVV (3 digit value printed on back of card)  \$30.00 : \$60.00 : \$80.00 Circle One Option Only						
Cardholders Name :	Cardholders Name : Cardholders Signature:						
OFFICE USE ONLY							
Customer Code	omer Code Invoice Number Licence Number						

### QUESTIONNAIRE

If you answer "YES" to any of the questions below, please include <u>full details</u> in the spaces provided for this purpose. If there is insufficient space to record your response, please attach relevant details to this application. Note that the applicant may be required to attend an interview with Officers of Harness Racing NSW should this be deemed appropriate by the HRNSW Licencing Committee.

1.	Have you ever filed for bankruptcy in any State, Territory or Country?	Yes	No
2.	Have you ever been the subject of bankruptcy proceedings against you in any State, Territory or Country?		
3.	Have you ever entered into a compromise with creditors in any State, Territory or Country?		
4.	Have you ever taken part in an unregistered race meeting in any State, Territory or Country?		
5.	Have you ever been involved in any activity associated with SP betting in any State, Territory or Country?		
6.	Are you or have you previously been licenced by any racing authority or controlling body in any State, Territory or Country? (If so, please provide details of all licences)		
7.	Have you ever been the subject of a disqualification, suspension or any other disability imposed by any racing authority or controlling body in any State, Territory or Country?		
8.	Have you ever had a licence application made by you refused, revoked or withdrawn by any racing authority body, in any State, Territory or Country?		
9.	Are you currently under any disqualification, suspension or other disability imposed by any racing authority or controlling body in any State, Territory or Country?		
10.	Have you, at any time, been convicted of any offence in any court in any State, territory or Country (whether under your name or any other name)?		
11.	Have you, at any time, been on, or are you now on, a bond or other form of recognisance in any State, Territory or Country?		
12.	Are there any charges in any criminal or civil proceedings pending against you in any State, Territory or Country?		
13.	Have you ever forfeited bail in any State, Territory or Country?		
14.	Do you understand that, if any of the information set out by you in this application is inaccurate, you may be called upon to show cause as to why a licence granted to you should not be revoked, suspended or otherwise dealt with?		
15.	Do you understand, should a licence be approved in the capacity of Paid Stablehand, Non-Driving, that this licence it is not transferrable to a sponsoring NSW Harness Racing trainer other than the currently licenced NSW Harness Racing Trainer named on the Declaration included in this application unless you have sought, and obtained, written approval from HRNSW to do so?		

### Conditions of Licence and Declarations

I, the applicant, make the following declarations, understandings, authorisations and acknowledgments in respect of this application:

- a. I declare that the particulars contained in this application are true and correct;
- b. I declare that I understand that it is a serious offence under the Rules of Harness Racing to make a false declaration and/or provide false or misleading information to Harness Racing NSW;
- c. I declare that, as a condition of the consideration of my application to be licenced by Harness Racing NSW, I will comply at all times with the Rules of Harness Racing and all applicable laws in force from time to time;
- d. I undertake to advise Harness Racing NSW in writing, within seven (7) days, if I become aware of any change to the particulars set out in this application, particularly as such particulars relate to the status of my employment as a Stablehand (ie: paid versus unpaid) or to the responses provided by myself in relation to the Questionnaire provided for on Page 2 of this application document;
- e. I understand and agree that Harness Racing NSW will own all intellectual property in the information submitted by me and in connection with this application, and I hereby assign to Harness Racing NSW all such intellectual property in the information and acknowledge that Harness Racing NSW may use the information at its sole discretion and/or in relation to any of the following purposes; publication in Racebooks, racing calendars, industry publications and on industry websites.

### Paid Stablehand (Non-Driving) Declaration

I, the applicant, make this application pursuant to the Rules of Harness Racing as applicable in the state of New South Wales, and I acknowledge that I hereby become subject to, and bound by, the Rules of Harness Racing and the acts, decisions and directions of Harness Racing NSW and all persons authorised by Harness Racing NSW to act and give such directions, and I undertake and agree to observe and comply with the Rules of Harness Racing and such acts, decisions and directions:

- a. I declare that the particulars contained in this application are true and correct to the best of my knowledge and belief;
- b. I understand that the licence level I have applied for (Paid Stablehand, Non-Driving) does not permit me, if granted a licence, to drive a horse at any time;
- c. I undertake to advise Harness Racing NSW if I become aware of any change in particulars;
- d. I *acknowledge* that Harness Racing NSW may provide the details contained within this application to other organisations within Australasia charged with the control and regulation of racing;
- e. I authorise Harness Racing NSW to provide details of my name, address and telephone number(s) to Clubs conducting harness racing in Australasia;
- f. I declare that all answers contained herein are true and correct;
- g. I *authorise* Harness Racing NSW to provide the details of my health contained within this application to such medical practitioners it may deem necessary, to determine my fitness for the role in which the application relates;
- h. I agree to provide Harness Racing NSW with an updated National Police Clearance certificate if requested to do so by the HRNSW Licencing Committee;
- I agree to make myself available for interview with Officers of Harness Racing NSW should this be deemed appropriate by the HRNSW Licencing Committee:
- j. I *acknowledge* that, by signing below, I hereby provide permission to Harness Racing NSW to perform any necessary Visa checks through the Department of Immigration and Border Protection if I have indicated within this application that I am not an Australian citizen.

Full Name of Applicant	Signature of Applicant		Date				
Tail Haine of Applicant	Signature of Applicant		Date				
If the applicant is under 18 years of any this Declaration wout he signed							
ij the applicant is under 18 years of age, this Declaration <u>must</u> be signed	If the applicant is under 18 years of age, this Declaration <u>must</u> be signed by a Parent or Guardian						
Names of Parent or Guardian	Signature of Parent of Guardian		Date				
Traines of Farence of Gaardian	olgitatare of tarent of Gaarana.						
Name of Sponsoring Trainer	Signature of Sponsoring Trainer		Date				
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### **SPONSORING TRAINER DECLARATION – PAID STABLEHAND**

This Declaration must be completed in full (by both the Licence Applicant **and** the Sponsoring Trainer nominated herein) by individuals making application to be issued with a Paid Stablehand Licence (Driving or Non-Driving) in the State of New South Wales.

Failure to complete and return this Declaration will result in your application being held until such time as this Declaration (and the other requirements associated with your licence application) have been received by the HRNSW Licencing Committee.

APPLICANT DETAILS					
Full Name					
Licence Type Be	ing Applied For 🖈	Stablehand – D	Oriving / Non-Driving		
		★ Circle app	licable licence type (Driving or Non-Driving)		
		STABLEHAND DECLARATION			
Stablehand licence is	issued on the basis th	ne information provided by me herein is accurate in all a at it is not transferrable to a sponsoring NSW Harness Racing unless I have sought, and subsequently obtained, written a	Trainer other than the currently licenced		
		to assist other licenced Trainers as may be requested or riate written application if you wish to change your nominat			
If the Declarant is und	der 18 years of age, th	is Declaration <u>must</u> be signed by a Parent or Guardian.			
Declarant's Sign	ature		Date		
Signature of Parent or Guardian			Date		
		SPONSORING TRAINER DECLARATION			
Full Name					
Licence No					
· ·		hat I understand that the licensee nominated herein is not ps written permission to do so has been sought from, and s			
Note that Paid Stablehands are permitted to assist other licenced Trainers as may be requested or required at race meetings and/or trials, however, they are required to make appropriate written application if they wish to change their nominated Sponsoring Trainer.					
Trainers Signature			Date		



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### **BETTING ACCOUNT DECLARATION – ALL HRNSW LICENSEES**

This Declaration must be completed in full and submitted with your licence application or licence renewal (as applicable);

or:

Part C of this Dec	aration must be completed and submitted in the event that there have been changes in your betting
account status sir	nce last making a Declaration to Harness Racing NSW.
Full Name	

Full Name		
Licence No	Licence Type	

If issued (if this form is accompanying a licence application, please leave Licence No and Licence Type blank)

Please tick <u>one</u> of the following options, then complete (and have witnessed) the Declaration on the reverse of this form:

### **PART A**

I declare that I have *no betting accounts* with a bookmaker, totalisator or betting exchange:

- (i) I undertake to immediately make a declaration to Harness Racing NSW if in the future I open an account;
- (ii) I further declare that I do not utilise betting accounts held in a name, or names, other than my own.

### **PART B**

I declare that I have *one or more betting accounts* (per the details I have provided on the reverse of this Declaration) and:

- (i) I further declare that the details of those betting accounts listed in the table on the reverse of this form are true and accurate;
- (ii) I undertake to immediately make further declaration if I open or make transactions in relation to any additional accounts;
- (iii) I further declare that I do not utilise betting accounts held in a name, or names, other than my own.



### **PART C**

I declare that, since submitting my previous declaration, the following *change has / changes have occurred involving the opening or closure of a betting account* held in my name:

- (i) I further declare that the details of those betting accounts listed in the table on the reverse of this form are true and accurate;
- (ii) I undertake to immediately make further declaration if I open or make transactions in relation to any additional accounts;
- (iii) I further declare that I do not utilise betting accounts held in a name, or names, other than my own.

# **BETTING ACCOUNT DETAIL (PER PART B / PART C)**

BETTING OPERATOR		ACCOUNT NO	★ ACCOUNT NAM	E	* ACCOUNT STATUS	
		ou that are not held in your name listed account has been opened o	e, or are held in more than one nam r closed.	e;		
		DECLA	RATION			
I, the undersigned, here	eby declare	that the information pro	ovided by me herein is acc	curate in	all respects.	
Declarant's Signature				Date		
Independent Witness : Signa	ture			Date		
Independent Witness : Full N	lame					
Witness (primary position or	relationship to	Declarant)				
If the Declarant is under 18 years of age, this Declaration must be signed by a Parent or Guardian						
Signature of Parent or Guard	lian			Date		
	<u> </u>					
HRNSW Review Of Declaration						
I have reviewed and noted the Declaration:						
I have reviewed and h	oted the De	eciaration:		·		
Reviewer's Signature				Date		
Name of Reviewer						
Position						

## PAID STABLEHAND (NON-DRIVING) LICENCE APPLICATION

## **★ REQUIREMENTS CHECKLIST ★**

It is recommended that this **Requirements Checklist** be read in conjunction with the HRNSW Licencing Policy (with particular attention to Clauses 2.16.1 and 2.16.2 of the policy) which can be found at <a href="https://www.hrnsw.com.au">www.hrnsw.com.au</a> under the **Participants – Licences** tab.

This Requirements Checklist should be used as a general guide only when considering your Harness Racing licencing options.

Applicants requiring assistance in completing the Application, or whom may be uncertain with respect to any of the licencing requirements discussed herein, are encouraged to contact the Harness Racing Registrar and Licencing Officer on (02) 9722 6613 (between 8:30am – 4:30pm, Monday to Friday) or by email at <a href="mailto:registration@hrnsw.com.au">registration@hrnsw.com.au</a>.

Stablehands <u>must</u> nominate an individual currently licenced in the capacity of Trainer with Harness Racing NSW as their Sponsoring Trainer. The nominated Trainer will be responsible for the provision of appropriate supervision and instruction to the Applicant should they be successful in their Application.

Individuals whom have been previously licenced and are making an Application subsequent to having not been licenced for a period of time (generally two seasons or greater, although this may vary dependent upon individual circumstances) or are returning from a period of suspension or disqualification, may be required to provide additional submissions in relation to the Application. If this is deemed appropriate or necessary, the Applicant will be contacted by the Harness Racing NSW Licencing Committee.

Note that Applications delivered to Harness Racing NSW that do not conform to the requirements discussed herein will be returned to the Applicant unprocessed, which will delay the overall licence application process.

- 1) the Applicant <u>must</u> be at least 14 years of age to be considered eligible to apply for this licence level;
- there is <u>no requirement</u> for an Applicant to undertake or submit a *Medical Assessment* when applying for a Paid Stablehand, Non-Driving licence;
- 3) <u>ensure</u> that the **Questionnaire** is correctly completed, and written explanations regarding responses (if appropriate) are recorded in the spaces provided for this purpose;
- 4) <u>ensure</u> that the **Conditions of Licence and Declarations** and **Paid Stablehand Declarations** have been read and are understood before signing the Declaration;
- 5) both the **Sponsoring Trainer** and **Betting Account** declarations included in the Application <u>must</u> be correctly completed and returned with the Application;
- 6) the Application <u>must</u> be completed correctly, in full, and <u>submitted</u> together with:
  - a. a copy of a Birth Certificate, or a clear colour copy of a NSW Drivers Licence, NSW Photo Card or Australian Passport;
  - b. if <u>aged 18 or over</u>, the Applicant is required to provide a National Police Certificate obtained through the NSW Police Service (a procedure to make an application can be found at <u>www.hrnsw.com.au</u> under the <u>Participants Licences</u> tab). The certificate to be applied for is titled "name and date of birth check" and currently costs \$57.20. Note that Harness Racing NSW will only accept National Police Certificates that have been issued by the NSW Police Service. Certificates issued by third party online service providers are not acceptable;
  - c. a digital photograph (either emailed through to <a href="mailto:registration@hrnsw.com.au">registration@hrnsw.com.au</a> in JPEG format, or as a standard, passport sized photograph accompanying the posted Application);
  - d. payment of the required Application fee (this fee will not be processed until such time as an Application has been approved by the HRNSW Licencing Committee).

Note that the HRNSW Licencing Committee may require an Applicant to provide further documentation or fulfil additional requirements outside the scope of this checklist if it is deemed appropriate or necessary to do so in order to fully consider the particulars of an Application.

