

## HRNSW LICENCE UPGRADE APPLICATION

### STABLEHAND, DRIVING TO C GRADE TRAINER

Please note that this Licence Upgrade Application is to be completed in full and returned to Harness Racing NSW for processing. Forms received that are either incomplete or incorrectly filled in will be returned to the applicant unprocessed.

#### LICENCE UPGRADE APPLICATION CHECKLIST

Mark boxes with either a **✓** or **X** as appropriate:

- I hold a current Stablehand, Driving licence with HRNSW;
- I have attained the age of eighteen (18) years;
- I have held a Stablehand, Driving licence for a minimum of six (6) consecutive calendar months;
- I have undertaken a HRNSW Medical Assessment during the last six (6) calendar months (*see note below*);
- I have recently graduated from the NSW Mini Trotters Program and wish to be provided with information regarding the Mini Trotters Progression Scheme Policy Statement to assist in determining whether I am eligible for consideration for subsidisation of licencing and online licence training fees;
- I have (if required to do so) enrolled in the HRNSW Education & Welfare Program;
- I have applied for (or already have registered) a Property Identification Code (PIC) for my intended stabling premises.

➤ *If you currently hold a **Stablehand, Driving** licence, and have not undertaken a HRNSW Medical Assessment during the last six months, you **may** be required to do so as part of the overall licence upgrade process. If you currently hold a **Stablehand, Non-Driving** licence, you **will** be required to undertake and submit a HRNSW Medical Assessment with this Licence Upgrade Application (HRNSW Medical Assessment forms are available from our website, [www.hrnsw.com.au](http://www.hrnsw.com.au), or by contacting Harness Racing NSW).*

Note that all Licence Upgrade Applications submitted are subject to review by the Harness Racing NSW Licencing Committee which may necessitate further information and/or undertakings on your part prior to a Licence Upgrade Application being considered or approved.

Further information regarding the documentary and training requirements associated with the licence upgrade you have applied for are contained in the HRNSW Licencing Policy (available at [www.hrnsw.com.au](http://www.hrnsw.com.au) or by contacting Harness Racing NSW) full details of which will be made available to the applicant subsequent to receipt and processing of this Licence Upgrade Application.

Please allow between 2 – 6 weeks for the processing of your Licence Upgrade Application (dependent upon lodgement date). Note that Licence Upgrade Applications received during the annual renewal processing period may be held until existing participant licence renewals have been finalised before being considered.

APPLICANT INFORMATION			
Title	Surname	Given Names	
Residential Address			Post Code
Postal Address (if different from residential)			Post Code
Home Phone	Work Phone	Fax Number	
Mobile Number	Date of Birth	Place of Birth	
email address			
Signature of Applicant		Date	Licence Number

**Please ensure that the information specified on the reverse of this form is provided before submitting this Licence Upgrade Application to HRNSW**

**Mandatory Provision of Tax File Number / Bank Account Information**

**TAX FILE NUMBER**

Note that the provision of your **Tax File Number (TFN)** and **Bank Account** details for the payment of prize money are mandatory requirements of the Harness Racing NSW licencing upgrade process and that failure to provide this information will result in your licence application being returned to you unprocessed. Failure to provide your TFN information may result in Harness Racing NSW deducting Withholding Tax from payments that may be made to you.

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**BANK ACCOUNT INFORMATION**

Account Name : .....

Bank / Branch : .....

BSB				--							
Account				--				--			

Note that the licence fee paid for the current licencing season in the capacity of Stablehand, Driving will be credited against the C Grade Trainers licence fee of \$290 (unless the Stablehand, Driving licence was issued more than nine months prior to the submission date of this application, in which case the full licence fee of \$290 will be payable).

**Licence upgrade fees will not be deducted until the Licence Upgrade Application has been approved.**

The current fee schedule is:

Stablehand, Driving (Over 18)	\$ 230
Stablehand, Driving (Under 18)	\$ 260

**CREDIT CARD PAYMENT OPTION (VISA OR MASTERCARD ONLY)**

Card Number:																
Expiry Date :																
Cardholders Name :						Cardholders Signature:										

**OFFICE USE ONLY**

Customer Code ..... Invoice Number ..... Licence Number .....