



HARNESS RACING VICTORIA

Harness Racing Victoria

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APPLICATION FOR LICENCE FORM

NOTICE TO APPLICANTS

Part 4 of the Rules of Harness Racing Victoria relates to licensing of participants by Harness Racing Victoria.

HRV may by licence regulate any activity connected with the harness racing industry (Rule 90(1)) and may require such documentation, information or fees as it determines to accompany any application for a licence.

HRV may grant a licence for such period and upon such terms and conditions as it thinks fit, and may refuse a licence without assigning any reason whatsoever (Rules 90(3) & (4)). Ultimately, the grant or otherwise of a licence is at the discretion of the Board of HRV.

The licensing criteria provided below has been set by the Board of HRV to assist persons wishing to apply to be licensed by HRV in the relevant licence categories.

Without limiting the powers of HRV provided in the Rules and in the Racing Act 1958, the Board of HRV may in its discretion:

- vary or amend the licensing criteria at any time;
- require additional information to accompany a licence application;
- impose terms and conditions on the grant of a licence;
- take into account any other matter it considers relevant in determining a licence application.

Harness Racing Victoria Privacy Statement

HRV respects your privacy. A copy of our Privacy Policy is available for viewing on our website www.harness.org.au/vic. Please familiarise yourself with it, and if you have any queries, contact our Privacy Officer by e-mail privacyofficer@hrv.org.au or telephone on (03) 8378 0223. In relation to your application for licence renewal, HRV collects personal information from you in order to assess the application and if approved, to manage and supervise your ongoing status as a licensed person and as a in the Victorian harness racing industry. To do this, we may disclose your personal information to other persons or organisations, including enforcement bodies, State Government licensing authorities and other racing control bodies. Your name, address, telephone number and email address is also placed on HarnessWeb for access by subscribers to this service and HRV employees who use HarnessWeb in carrying out their employment. You do not have to supply the information requested in the application, but if the information (or any part of it) is not provided, your application may be rejected. By completing and submitting the application, and any supporting documentation, you authorise HRV to collect, use and disclose information about you for the purposes described above and in the Privacy Policy plus for the purpose of promoting harness racing.

TRAINER/DRIVER/STABLEHAND APPLICATION

Upon submission, your application will be reviewed with ten (10) working days.

Please use the attached checklist and provide all details required or your application may be delayed

Title	<input type="text"/>	Surname	<input type="text"/>	Given name	<input type="text"/>
Preferred Name	<input type="text"/>			DOB	<input type="text"/>
Residential address	<input type="text"/>			Postcode	<input type="text"/>
Postal address (if different from residential)	<input type="text"/>			Postcode	<input type="text"/>
Home phone:	<input type="text"/>		Work phone:	<input type="text"/>	
Mobile number:	<input type="text"/>		Email address:	<input type="text"/>	
Employment status:	<input type="text"/>		Employer details or trainer you are assisting:	<input type="text"/>	
Emergency contact details :	<input type="text"/>			Are you a resident of Australia for taxation purposes?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you an Australian citizen or permanent resident? (please circle)	<input type="checkbox"/> YES <input type="checkbox"/> NO		Note: If you have answered 'no', you must provide a copy of the VISA that enables you to work in Australia		
Licence/s application type: (check boxes) refer to fee schedule attached for payment amount					Would you like to add a membership:
<input type="checkbox"/> (TICK)	<input type="checkbox"/> (TICK)	<input type="checkbox"/> (TICK)	<input type="checkbox"/> (TICK)	<input type="checkbox"/> (TICK)	<input type="checkbox"/> (TICK)
Trainer A	Trainer B	Trainer C	Driver A	Driver B	Driver C
				Stablehand 18+	Stablehand U18
					<input type="checkbox"/> (TICK) VHRT&DA \$50
					<input type="checkbox"/> (TICK) VHRSC \$121

Office use only:		
Customer Code:	Invoice Number:	Licence Number:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Electronic Funds Transfer:		

CREDIT CARD PAYMENT:

Credit card payment

Card type (Please circle one)

MasterCard

Visa

Amex

Diners

Card number:

Expiry date:

Card CVN:

Alternatively enclose a cheque or money order payable to Harness Racing Victoria.

TRAINER/DRIVER MUST COMPLETE:

To ensure prize money accumulated by you is delivered to the correct bank account, please detail below:

Account Holder Name

Name of bank/financial institution:

BSB:

Account Number:

Signature:

Date:

Are you GST registered?
(Please Tick)

YES

NO

If yes please enter ABN

Do you wish to have your details published in the Licence Holder Directory: (Please Tick)

YES

NO

Stable Address:

Property Access:

Security code for electronic gates:

Current Training Location:

PIC Number:

PLEASE CONTINUE TO THE QUESTIONNAIRE

QUESTIONNAIRE

MUST BE COMPLETED BY TRAINER/DRIVER/STABLE-HAND

If you answer yes to any of the questions below, please include full details in the space provided for this purpose.

Have you ever had bankruptcy proceedings against you? (Please Tick)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes provide details:		
Are you or have you previously been licenced by any racing Authority or controlling body? (Please Tick)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes provide details:		
Have you ever had a disqualification, suspension or any other disability imposed by any racing Authority or controlling body? (Please Tick)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes provide details:		
Have you, at any time, been found guilty of any offence in any court (whether under your name or any other name)? (Please Tick)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes provide details:		
Have you, at any time, been on, or are you now on, a bond or other form of recognisance? (Please Tick)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes provide details:		
Are there any charges in any criminal or civil proceedings pending against you? (Please Tick)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes provide details:		
Have you ever forfeited bail? (Please Tick)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes provide details:		

DECLARATION

I confirm that the information in this licence application is true and correct. I hereby acknowledge that as of this date in signing the declaration, I have read the Australian Harness Racing Rules (AHRM) and I acknowledge I am bound by the AHRM.

After submitting this application, I acknowledge that I must inform Harness Racing Victoria of any criminal charges laid against me.

I further declare that I agree to complete all Harness Racing Educational Programs related to Trainer, Driver or Stable Hand licences within the relevant timeframe as required by HRV.

Social Media Policy:

I have read, and agree to be bound by the Social Media Policy for Industry Participants.

This Policy is located at <https://www.thetrots.com.au/for-participants/rules/policies/social-media-policy-for-participants/>

Equine Welfare:

I declare to be compliant with all welfare legislation, regulation and code, including but not limited to The Prevention of Cruelty to Animals Act 1986 and DEDJTR Code of Practice for the Welfare of Horses.

I declare to support and promote equine welfare practices within the Harness Racing industry including the Harness Racing Victoria Animal Welfare Framework. I agree to notify Harness Racing Victoria of any equine welfare concerns that I may witness.

Signature:

Date:

LICENSING CRITERIA CHECKLIST

All New applications must include (Please Tick)

- Completed application form
- Current passport sized photograph
- Certified Extract of Birth OR Driver Licence
- Police check Please note: A Police check is required for all new applicants and persons who have not been licensed for a period more than six (6) MONTHS and are over eighteen (18) years old.
- Driver/Trainers - must have held a stablehand licence for a minimum of twelve (12) months or provide evidence of previous experience
- Drivers only - Completed betting declaration
- Drivers only - Drivers must include a medical form completed by a medical practitioner

Police Check - Applicants must use the link below and click Get Started and ensuring the **PROMO code HRV** is used to receive the reduced cost for the check.

www.precisebackground.com/national-police-check-for-individuals.html

ADDITIONAL REQUIREMENTS:

Stable-hand (Please Tick)

- Attained the age of fourteen (14) years old
- Letter of reference from the licensed trainer who the applicant will be assisting

Grade C Driver (Please Tick)

The holder of a Grade C Driver licence may only drive in trials, shows and gymkhanas.

- Attained the age of fifteen (15) years.
- Letter of reference from a licenced person
- Been interviewed to the satisfaction of the Stewards.
- Enrolled with TAFE to commence training modules, (to be completed within 12 months or sooner)

Upon the above criteria being met an applicant may request a practical assessment of driving skills where a Grade C Permit would be issued and upon successful completion of this assessment the applicant may be granted a Grade C drivers licence.

ADDITIONAL REQUIREMENTS:

Grade B Driver (Please Tick)

The holder of a Grade B Driver licence may drive in trials, shows and gymkhanas, and is licensed to drive at graduation meetings and, other than races of a metropolitan class, at country or provincial meetings, including country or provincial class meetings at metropolitan sites.

- Attained the age of sixteen (16) years.
- Been interviewed to the satisfaction of the Stewards
- Completed thirty (30) trial drives to the satisfaction of the Stewards and held a Grade C Driver's licence not less than six (6) months.

Grade A Driver (Please Tick)

The holder of a Grade A Driver licence has the driving rights of both C & B Drivers and is licensed to drive at any meeting.

- Attained the age of sixteen (16) years.
- Completed one hundred and twenty (120) drives to the satisfaction of the Stewards and held a B Driver's licence not less than twelve (12) months.

Grade C Trainer (Please Tick)

The holder of a C Grade Trainers Licence is licensed to prepare, educate and exercise a horse but cannot nominate such horse to trial or race.

- Provided a minimum of two (2) work references attesting to the applicants horse handling ability. References from licensed trainers must include – the period they have knowledge of the applicant's experience handling Standardbred horses and the duties undertaken
- Provided a certificate of completion of an assessment at the Harness Racing Training Centre or other accredited training centre
- Provided proof of enrolment to commence mandatory training modules and satisfactorily completed a practical training assessment.
- Provided a minimum of two (2) credit references (Vet, Farrier, Feed Suppliers etc) stating that the applicant's accounts are paid promptly
- Provided a credit report by contacting a credit reporting body.
- Bank account statements in the applicant's name for the preceding three (3) month period (to the date that the application is submitted to HRV) and an Accountant/Bank Officer to form part of the Accountant Reference declaration accompanying the application form.
- Proof that the applicant leases owns or has access to stables suitable for the training of Standardbred horses.

Grade B Trainer (Please Tick)

The holder of a Grade B Trainer licence may train any registered horse which the person owns or partly owns or which is owned by the person's spouse, other domestic partner, parent, sibling or child. The holder may also train up to a maximum of three (3) horses for outside clients (ie. not family related) at any one time by seeking written approval from the Stewards.

- Attained the age of eighteen (18) years.
- Provided a minimum of two (2) work references attesting to your horse handling ability. References from licensed trainers must include – Period of time they have known you working with Standardbreds and duties undertaken
- Minimum of two (2) credit references (vet, farrier, feed supplies etc) stating that your accounts are paid promptly or a credit report.
- Provided a credit report by contacting a credit reporting body.
- Provided a certificate of completion of an assessment at the Harness Racing Training Centre or other accredited training centre.
- Provided proof of enrolment to commence mandatory training modules and satisfactorily completed a practical training assessment
- Bank account statements in the applicant's name for the preceding three (3) month period (to the date that the application is submitted to HRV) and an Accountant/Bank Officer to form part of the Accountant Reference declaration accompanying the application form.
- Proof that the applicant leases owns or has access to stables suitable for the training of Standardbred horses.

Grade A Trainer (Please Tick)

The holder of a Grade A Trainer licence may train any registered horse.

- Attained the age of fourteen (18) years old
- Two (2) references from licensed trainers
- Provide a minimum of two (2) credit references (Vet, Farrier, Feed Suppliers etc) stating that your accounts are paid promptly.
- Bank account statements in your name for the preceding three (3) month period (to the date of your application is submitted to Harness Racing Victoria & Accountant/Bank officer)
- Held a Grade B Trainer for twelve (12) months or or has been employed as a stable foreman by a Grade A Trainer for a minimum of twelve (12) months and produces a reference from such trainers.

FEE SCHEDULE

Licence Type	Licence fee for under 76	Licence fee for over 76
Driver C	\$405	\$365
Driver A or B	\$490	\$455
Trainer A or B	\$345	\$270
Trainer C	\$245	\$200
Trainer/Driver A or B	\$635	\$545
Trainer A or B/Driver C	\$535	\$455
Stable-Hand under 18	\$44	
Stable-Hand over 18	\$99	