

Bookmaker's Clerk Licence Application

Please nominate the Code in which you intend to operate

- Thoroughbreds Harness Greyhounds

What is a bookmaker's clerk and how are they regulated?

If you intend to assist a Queensland Racing Integrity Commission (QRIC) licensed racing bookmaker in laying and accepting bets, you must hold a licence issued by QRIC. A licensed racing bookmaker's clerk may only carry out bookmaking under the supervision of a QRIC licensed racing bookmaker. A licensed racing bookmaker's clerk must carry their identification card at all times while working as a bookmaker's clerk.

The *Racing Integrity Act 2016* and the *Racing Act 2002* (which can be accessed via the internet at www.legislation.qld.gov.au) regulates the manner in which licensed racing bookmakers may undertake bookmaking in Queensland. The *Racing Integrity Act 2016* and the *Racing Act 2002* also contains specific provisions relating to the activities of licensed racing bookmaker's clerks. Significant penalties (including imprisonment) may be imposed for breaches of the *Racing Integrity Act 2016* and the *Racing Act 2002*.

As ignorance of the law is not a defence to such offences, you should gain a *strong understanding of this legislation*.

A person under the age of eighteen shall not be eligible to be granted a bookmaker's clerk licence.

Overview of licensing process for bookmaker's clerk

- 1) Answer all questions and sign the application form.
- 2) Attach the following –
 - National Police Certificate**, which you may obtain from your local police station.
Must have been issued within the previous 3 months. Original or Certified True Copy required.
 - A recent passport sized photograph of yourself.
 - A photocopy of proof of your identity e.g. drivers licence, birth certificate etc.
 - If you are not an Australian citizen proof of your right to work including a copy of your passport e.g. certificate of residence/ photocopy of visa.
- 3) Send your application to QRIC by post or email licensing@qric.qld.gov.au
- 4) Pay the application fee as per the current fee schedule (see below)

***** Pay the application fee as per the current fee schedule:

<https://www.qric.qld.gov.au/licensing-and-ownership/schedule-of-fees-and-charges/>

HOW TO PAY

QRIC provides credit card payment through BPoint, an easy and secure online payment portal. Refer to the payment options on our website for details on how to make payment.

<https://www.qric.qld.gov.au/payment-options/>

QRIC/2016/2768 V1.01

Refer to the Commission's privacy policy on our website.

Queensland Racing Integrity Commission

ABN: 64 838 583 571

PO Box 15666

CITY EAST QLD 4002

Phone: 1300 087 021

Email: licensing@qric.qld.gov.au

Website: www.qric.qld.gov.au

Office Hours:

8:30am to 4:00pm, Mon to Fri

Closed public holidays



APPLICANT DETAILS

1.	Full Name Mr / Mrs / Ms / Miss (Circle one)	
2.	Have you been known by any other name?	
3.	Date and place of birth	
4.	Residential address	Suburb: Postcode:
5.	Postal address	Suburb: Postcode:
6.	Home phone number	
7.	Mobile number	
8.	Facsimile number	
9.	Email address	

Employment history / bookmaking experience

Bookmaking is a profession that involves the development of specialised skills over a period of time. QRIC collects this information to determine whether you have had the opportunity to develop skills and receive practical training in performing the role of a racing bookmaker's clerk.

QRIC may contact any bookmakers or employers who have engaged your services for the purpose of determining whether you possess the skills and aptitude necessary to be a licensed racing bookmaker's clerk.

10.	Have you previously held a licence with QRIC or RQ? If yes please provide details	Yes <input type="radio"/> No <input type="radio"/> Details:
11.	Please outline any experience you have had working with licensed racing bookmakers	Details:
12.	Please provide the name of the last Bookmaking Employer who engaged your services	Details:
13.	Please provide the contact phone number of your last Bookmaking Employer	Details:
14.	What steps have you taken to familiarise yourself with the <i>Racing Integrity Act 2016</i> , the <i>Racing Act 2002</i> and QRIC's Local Rules of racing relating to bookmaking?	Details:

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Contact with racing control bodies

As part of the licensing process, QRIC will liaise with Registered Racing Authorities in all codes of racing in all states and territories in Australia, New Zealand and worldwide where appropriate, 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.

QRIC will receive documents from such bodies that relate to your disciplinary history as a licensee, QRIC will disclose to other control bodies the fact that you have made application to QRIC for a licence, your date of birth for the purpose of identifying you.

15.	<p>Have you previously held a licence issued by a Queensland Control Body?</p> <p>If yes, advise which code and what licence</p>	<p>Yes <input type="radio"/> No <input type="radio"/></p> <p>Details:</p>
16.	<p>Have you held a licence that was issued by any registered racing authority in Australia or overseas such as:</p> <ul style="list-style-type: none"> • Racing NSW, Racing Victoria Ltd • Interstate Harness or Greyhound control bodies • New Zealand Thoroughbred Racing Board <p>If yes please provide and attach details of supporting evidence (Including dates).</p>	<p>Yes <input type="radio"/> No <input type="radio"/></p> <p>Details:</p>
17.	<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="radio"/> No <input type="radio"/></p> <p>Details:</p>

Criminal history

As part of the licensing process, QRIC requires every applicant to obtain a **National Police Certificate** and attach the original certificate to this application. A prior criminal history does not necessarily prevent a person from obtaining a licence, but any prior convictions may be taken into account when deciding whether an applicant is an appropriate person to be involved in thoroughbred racing in Queensland.

“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.

QRIC may disclose any relevant prior convictions to your proposed employer.

18.	<p>Do you have any prior criminal convictions or charges INCLUDING GUILTY PLEAS WITHOUT CONVICTION in Australia or overseas?</p> <p>If so, please outline the circumstances surrounding your charges or conviction/s.</p> <p>(Please attach additional information to your form should there be insufficient room).</p>	<p>Yes <input type="radio"/> No <input type="radio"/></p> <p>Details:</p>
19.	<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="radio"/> No <input type="radio"/></p> <p>Details:</p>

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20.	Have you ever been convicted of any offence relating to the laws of wagering and gaming in Australia or any other country?	Yes <input type="radio"/> No <input type="radio"/> Details:
21.	Do you understand that if you are charged with an offence under Australian Law that you must notify The Queensland Racing Integrity Commission within 14 days?	Yes <input type="radio"/>

Bookmaker's details (for completion by your proposed employer)

You are required to provide the name of at least one proposed employer as below, however you are not limited to working for any particular bookmaker

22.	Bookmakers full name	
23.	Have you assessed the Applicant to determine their ability and suitability to be a licensed racing bookmaker's clerk?	Yes <input type="radio"/> No <input type="radio"/>
24.	Have you undertaken enquiries with any referees of the Applicant prior to employing the person?	Yes <input type="radio"/> No <input type="radio"/>
25.	Have you discussed with the Applicant their background, including any criminal history?	Yes <input type="radio"/> No <input type="radio"/>
26.	Have you provided the Applicant with training in day to day bookmaker's clerk activities and how bookmaking is to be conducted in accordance with the Rules of Racing?	Yes <input type="radio"/> No <input type="radio"/>
27.	Are you aware that you are responsible and liable for the actions of the Applicant undertaken in the course of their employment as a licensed racing bookmaker's clerk?	Yes <input type="radio"/> No <input type="radio"/>
28.	Please attach copies of your WorkCover Policy of Insurance and your public liability policy	
29.	In the event that the Applicant receives a licence, will you undertake to provide the person with training in their Workplace Health and Safety obligations?	Yes <input type="radio"/> No <input type="radio"/>
Full Name of Licensed Racing Bookmaker		
Signature of Licensed Racing Bookmaker		
Date		



Bookmaker's Clerk Declaration

I, _____

Full name

Of _____

Residential address

Do solemnly and sincerely declare as follows:

1. All information that I have provided to The Queensland Racing Integrity Commission (QRIC) in this application form is true and correct in every particular and I have not misled QRIC in any way.
2. I understand that QRIC will rely upon the information I have provided in this application form for the purpose of determining whether I am an appropriate person to receive a racing bookmaker's clerk licence. I understand that QRIC may take disciplinary action against me in the event that the information I have provided in this application is false or misleading in any particular, and that such disciplinary action may include the revocation of any licence issued to me.
3. **Privacy and Information:**
 - a. I am aware that QRIC collates personal information relating to me as part of the process of retaining records of all persons licensed by QRIC. I consent to QRIC disclosing and requesting personal information concerning my affairs as a licensee to and from:
 - i. Authorised employees and agents of QRIC;
 - ii. Other State and Federal Government departments and agencies;
 - iii. Principal Racing Authorities in other states and territories in Australia and elsewhere;
 - iv. An owner or licensee of a venue at which betting on thoroughbred races is conducted; and
 - v. Racing Australia, and its integrated divisions.
 - b. I understand that any person that provides information to QRIC in compliance with a request made by QRIC does so with my consent and is not breaching the Information Privacy Act 2009 (Qld), Privacy Act 1988 (Cth) or any other legislation concerning the protection of information concerning my personal affairs, in complying with the request by QRIC.
 - c. I understand that personal information of individuals may be collected or disclosed to third parties by Queensland Racing Integrity Commission in connection with the performance of Queensland Racing Integrity Commission's functions and powers.
4. I understand that QRIC will collate personal information relating to me as part of the licensing process and for the purpose of auditing my performance as a licensed racing bookmaker's clerk.
5. I consent to QRIC contacting all licensed totalisator operators and licensed racing bookmakers in Australia, for the purpose of determining whether I am betting on races and I consent to those third parties disclosing information to QRIC about any betting that I engage in.
6. I understand that I must comply with the requirements of the *Racing Integrity Act 2016*, the *Racing Act 2002*, the Rules of Racing and the policies of QRIC when undertaking bookmaking under the supervision of my employer and that QRIC, the regulator of bookmaking in Queensland, may take disciplinary action against me should I fail to abide by the Rules of Racing, policies of QRIC or the *Racing Integrity Act 2016* and the *Racing Act 2002*.

Bookmakers Clerk Full Name

Witnesses Full Name

Signature of Bookmakers Clerk

Signature of Witness

Date

Date

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