



Application for Stablehand/Kennel Attendant Licence - 3 year licence

Indicate the licence you are applying for:

- ☐ Thoroughbred Stablehand (Minor applicants must have attained 14 years of age)
- ☐ Harness Racing Stablehand (Minor applicants must have attained 14 years of age)
- ☐ Greyhound Kennel Attendant (Minor applicants must have attained 14 years of age)

Pay the application fee as per current fee schedule on QRIC website. **This fee is non-refundable.**

Submission of this application does not guarantee approval. Applications may be deferred for further investigation, interview or for any other reason at the QRIC's discretion. Should you have any queries in relation to the completion of this form, please contact Licensing on **1300 087 021**. Failure to submit any of the supporting information will result in your application not being considered.

FORM COMPLETION CHECKLIST

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. copy of passport, driver's licence or birth certificate;
- ☐ attach a National Police Certificate if over 18 years, issued within the last 3 months, which you may obtain online (e.g. www.police.qld.gov.au/policecertificates/);
- ☐ attach one recent passport sized photograph of yourself;
- ☐ guardian/parental consent required for any person under the age of 18 years;
- ☐ attach any additional information outlined in this form;
- ☐ attach proof of your right to work if you are not an Australian citizen e.g. certificate of residence/visa;
- ☐ sign the declaration, including guardian signature if under the age of 18 years; and
- ☐ Pay the application fee as per the current fee schedule (see below).
- ☐ Harness Racing Stablehands **must** submit a medical examination completed by a medical practitioner. Form can be found: <https://qric.qld.gov.au/wp-content/uploads/2017/06/Health-Assessment-Results-Form-1.pdf>
- ☐ Kennel Attendant applicants **must** attach completed written and practical assessments. Forms can be found: <https://qric.qld.gov.au/licensing-and-ownership/greyhound/application-forms/licensing/>

IMPORTANT INFORMATION

The Queensland Racing Integrity Commission (QRIC) is collecting the information on this form to assess whether you are eligible for a licence. This is authorised by the *Racing Integrity Act 2016*. QRIC may give some or all of this information to the Queensland Police Service for the purpose of assessing your suitability to be a licence holder.

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

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/2017/3878 v1.01

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

Queensland Racing Integrity Commission
ABN: 64 838 583 571
PO Box 650
HAMILTON CENTRAL QLD 4007

Phone: 1300 087 021
Email: licensing@qric.qld.gov.au
Website: www.qric.qld.gov.au

Office Hours:
8:30am to 4:00pm, Mon-Fri
Closed public holidays

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Privacy and the use, collection and disclosure of your personal information

The Queensland Racing Integrity Commission (QRIC) collects personal information about you when you submit this form to perform the functions and powers conferred on it under the *Racing Integrity Act 2016* (Qld) ('RIA'), including: -

- licensing animals and participants that are suitable to be licensed for a code of racing;
- conducting audits of licence holders to decide if the licence holders continue to be suitable to be licensed;
- investigating complaints about matters relevant to a code of racing;
- conducting investigations into breaches of the RIA of the Racing Act; and
- such other functions as may be described in the RIA.

The personal information collected on this form includes your name, date of birth, address, mobile number, email address, next of kin, bank account/credit card details. QRIC may also be collecting personal information about you which may be considered sensitive information (such information may include criminal record and bankruptcy status) that you may provide in this form or under your relevant licence's ongoing disclosure obligations (if applicable).

QRIC will use that information to assess and make determinations in relation to your licence application, and if your licence application is approved, your ongoing status as a licensed person.

If your personal information is not collected, either on this form, or otherwise when requested by QRIC as part of its licensing and regulatory functions, QRIC may not be able to process your application (and therefore refuse to grant your application or renew your licence, as the case may be). The legal basis for collecting this sensitive information is to ensure compliance with the RIA and to maintain the integrity of the sport.

QRIC may disclose your personal information to third parties such as enforcement agencies, government authorities, appeal bodies, other racing control bodies (including Principal Racing Authorities (PRAs)) in the States and Territories of Australia and overseas, wagering service providers such as bookmakers, totalisators, and betting exchanges, educational or training institutions, media outlets and to other persons for any of the purposes set out in the RIA or as otherwise provided by law if QRIC believes that the disclosure is reasonably necessary for your ongoing status as a licensed person or to enable QRIC to fulfil their regulatory responsibilities or to promote and protect the integrity of the sport to ensure compliance with the Rules of Racing, the RIA or *Racing Act 2002* (Qld). For example, we may disclose your information to enforcement agencies to investigate breaches of the relevant enforcement agencies' legislation.

By completing and submitting this application, you authorise QRIC to collect, use and disclose information about you for the purpose described in this notice, including the usual publication of such information in stewards' reports and other publications, that can include but are not limited to websites, which means that your personal information may be accessed from outside Australia. If you are investigated for non-compliance with racing legislation, your identity along with the circumstances of the non-compliance may be made available to the public by being published on QRIC's website.

We will retain your personal information only for the duration necessary for the purposes identified in this Collection Notice and in accordance with this Collection Notice.

We will otherwise use, disclose and handle your personal information in accordance with our Privacy Policy. You can gain access to and request that corrections be made to information held about you by QRIC. If you are concerned about a possible interference with your privacy, please contact QRIC's Privacy Officer by email at PrivacyOfficer@qric.qld.gov.au or by post addressed to the Privacy Officer at PO Box 650 Hamilton Central 4007.

National Police Certificate

All new licence applications must be accompanied by a copy of a national police certificate pursuant to section 67(3) of the RIA. Existing licensees may also be requested to undergo such checks. The information contained in these records may lead to a licence application being refused or disciplinary action be taken against a licence.

QRIC/2017/3878 v1.01		Refer to the Commission's privacy policy on our website.	
Queensland Racing Integrity Commission ABN: 64 838 583 571 PO Box 650 HAMILTON CENTRAL QLD 4007	Phone:	1300 087 021	Office Hours:
	Email:	licensing@qric.qld.gov.au	8:30am to 4:00pm, Mon-Fri
	Website:	www.qric.qld.gov.au	Closed public holidays

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Applicant Details

Title (Mr, Miss, Mrs, Ms Dr etc)		Surname	
Given Names			
Preferred Name			
Date of Birth			
Place of Birth			
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Indeterminate/Intersex/Unspecified
Street No			
Street			
Suburb			
Postcode		State	
Home Phone		Fax	
Mobile			
Email			
Postal Address			
Suburb			
Postcode		State	

Consent for Minors (Under 18 years of age)

I,(name)
of,(address)
Being the legal guardian/parent of the applicant(applicant name)
Hereby consent to him/her being licensed with the Queensland Racing Integrity Commission. I understand that the applicant will be subject to the Racing Legislation and the Rules of Racing that apply.
Signature: **Date:**

Emergency Contact

This information is collected to enable QRIC or the Controlling Body to contact a person nominated by you in the event of an accident or emergency. The QRIC or the Controlling Body may disclose this information to third parties. In the event of an accident or emergency, this person must be over 18 years of age.

Name..... Contact Phone Number.....
Relationship to applicant.....

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Consent

I consent to the QRIC disclosing my personal and emergency contact information to the relevant Associations and Racing Queensland.

☐ Yes ☐ No

Diversity Questions

Are you of Aboriginal or Torres Strait Islander origin?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Prefer not to say
Are you from a culturally or linguistically diverse background?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Prefer not to say
Are you a person with a disability?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Prefer not to say

Contact with Racing Control Bodies

As part of the licensing process, the QRIC 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. The QRIC will disclose to other Racing Control Bodies the fact that you have made application to the QRIC for a licence and your date of birth and contact details for the purpose of identifying you.

Have you previously been licensed by an Australian or overseas Racing Control Body?

☐ Yes ☐ No

Details:

If Yes, please provide all licence details including type, State and dates?

Have you ever had a licence disqualified, revoked, suspended, withdrawn or a licence application refused by any Racing Authority?

☐ Yes ☐ No

Details:

Racing Industry Experience (all codes)

QRIC collects this information to determine whether you have had the opportunity to develop skills and to receive practical training in caring for racing animals.

QRIC may contact any trainers who have engaged your services in the past for the purpose of determining whether you possess the knowledge and skills necessary to be a Stablehand/Kennel Attendant.

Please identify any racing industry experience that you have as well as effective dates.

Please outline any experience you have had with animals

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Criminal History

As part of the licensing process, the QRIC requires every applicant to obtain a National Police Certificate (NPC) from an accredited Crimtrac agency and attach the certificate to this application. If you are not an Australian citizen, you may need to obtain a NPC from your country of origin. Any criminal conviction incurred in any country in the world must be disclosed. 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 racing in Queensland. This information may be disclosed to Control Body personnel; government authorities.

“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.

Do you understand that if you are charged with an offence under Australian Law that you must notify the QRIC within 3 days?

☐ Yes

By ticking Yes, you acknowledge your understanding of this requirement.

Do you have any prior criminal convictions or charges INCLUDING GUILTY PLEAS WITHOUT CONVICTION?

☐ Yes

☐ No

Details:

If so, please outline the circumstances surrounding your charges or conviction/s. (Attach additional information if insufficient room).

Are you currently facing a charge for any offence anywhere in Australia or overseas?

☐ Yes

☐ No

Details:

If Yes, please provide details of the charge, the Court and the next hearing date.

Have you ever been charged with any offence relating to cruelty to animals?

☐ Yes

☐ No

Details:

If yes, please outline the nature of the charge and the outcome of the matter.

Declaration

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I,
(name)

Of
(residential address)

do solemnly and sincerely declare:

Racing Legislation

1. I have read the Queensland Racing Integrity Commission's (**QRIC**) *Standard for Licensing Scheme for its code of racing (the Standard)*, approved under the *Racing Integrity Act 2016* (Qld) ('RIA') and published on QRIC's website www.qric.qld.gov.au and I agree to be bound by the Standard.
2. I will abide by the RIA, *Racing Act 2002* (Qld) ('Racing Act') and the Rules of Racing and any lawful direction issued by a steward or authorised officer of QRIC.
3. I will continually update myself in relation to amendments made to the Rules of Racing from time to time that are published on the Racing Queensland website www.racingqueensland.com.au.
4. I understand that disciplinary action may be taken against me, including revocation of my licence, if I do not abide by the RIA, Racing Act, the Standard, the Rules of Racing or a lawful direction issued by a steward or authorised officer of QRIC.

Conditions

5. I acknowledge and agree that I will, on request, permit QRIC's officials to enter and inspect any stable or property used for training or keeping of licensed animals.
6. I acknowledge and agree that I will, on request, permit QRIC's officials access to staff employed in connection with the licence and allow QRIC's officials access to any licensed animal and provide details of its location and training.
7. I understand that I am required to inform QRIC in writing within 3 business days of any criminal charges laid against me in Queensland or any other state or territory, and that I must provide the details of my charge and the circumstances giving rise to the charge, and acknowledge that if I fail to comply with this condition, I may be subject to disciplinary action.
8. I understand that I am required to inform QRIC in writing within 3 business days if I am declared bankrupt, and acknowledge that if I fail to comply with this condition, I may be subject to disciplinary action.
9. I understand that QRIC may immediately suspend my licence if I fail to pay a debt owed to QRIC within 30 days or such other period of time as agreed between QRIC and myself.
10. In circumstances where QRIC sees fit, I consent to obtaining a National Police Certificate and providing it to QRIC.

Privacy and Information

11. I am aware that QRIC collects personal information relating to me as part of the process of retaining records of all persons licensed by QRIC. I consent to QRIC obtaining and disclosing personal information (including sensitive information) about me (either collected on this form or during the course of my licence or registration) to third parties, including: -
 - a. Authorised employees and agents of QRIC;
 - b. Other State and Commonwealth departments and agencies;
 - c. Racing Queensland or Principal Racing Authorities in other states and territories in Australia and elsewhere;
 - d. QRIC's public liability insurer and any agent acting on behalf of the insurer;
 - e. Appeal bodies;
 - f. Media outlets;
 - g. An owner or licensee of a venue at which betting on a code of racing is conducted;
 - h. WorkCover and other providers of insurance in the racing industry; or
 - i. As otherwise permitted by law and as described for the purposes set out in the Collection Notice.
12. I understand that an individual's personal information may be collected or disclosed to third parties by QRIC in accordance with the performance of QRIC's functions and powers.
13. I understand that QRIC may investigate me for non-compliance with the Rules of Racing, RIA, or Racing Act. I acknowledge and agree that QRIC may publish on its website any information before, during, or after any investigation where the information, and a summary of it containing my name, will be available publicly on QRIC's website. I consent to the disclosure of my personal information by QRIC for this purpose, and this consent continues after the expiry or termination of any licence held by me under racing legislation. I understand and acknowledge my right pursuant to section 256B of the RIA to request QRIC not to publish my personal information in a stewards' report, or if the information has been published in a stewards' report, to remove the information from QRIC's website.
14. I understand that the Commission may investigate me for non-compliance with the Rules of Racing, the RIA, or the Racing Act. I acknowledge and agree that the Commission may share my personal information with Racing Queensland for the purposes of publishing race day stewards' reports on Racing Queensland's website. This information, including my name, will be publicly available on Racing Queensland's website. I consent to the disclosure of my personal information by the Commission to Racing Queensland for this purpose, and this consent continues after the expiry or termination of any licence held by me under racing legislation.
15. I consent to my personal information being made available online on QRIC's website and acknowledge that this means that it may be accessed from outside Australia.

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16. I consent to QRIC disclosing my personal information to and obtaining information in relation to betting transactions I place (in my own capacity or on behalf of any other person) from any entity operating:
- Any totalisator operator in Australia or elsewhere;
 - Any bookmaker licensed to operate in Australia or elsewhere, including corporate bookmakers;
 - Any betting exchange (licensed or unlicensed) operating in Australia or elsewhere.
17. I understand that QRIC will use my personal information in the possession of any totalisator operator in Australia or elsewhere; any bookmaker licensed to operate in Australia or elsewhere, including corporate bookmakers; and any betting exchange (licensed or unlicensed) operating in Australia or elsewhere for the purpose of monitoring and regulating betting transactions, which is directly related to its lawful functions.
18. 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.

Health Records (where applicable)

19. I declare that I am able to ride or drive licensed racing animals in races without being at significant risk of injury due to a medical condition or physical or mental disability.
20. I understand that a Health Assessment must be provided and authorised by a general practitioner on renewal of my Jockey, Apprentice Jockey, Rider or Harness Trainer, Driver or Stablehand licence.
21. I agree that on return from any injury that I may be required to provide a medical clearance to return to riding or driving as a licensed Jockey, Apprentice Jockey, Rider or Harness Trainer, Driver or Stablehand at the request of the Stewards.
22. I understand that in the course of performing its functions QRIC may seek a medical report (if applicable to your licence) and health information from you for the purposes of ensuring that persons granted a licence or permit to ride as a Jockey or Apprentice Jockey or drive as a Driver are physically fit and able to withstand the rigours associated with riding or driving in races.
23. I understand that in the event that I am injured, and it is impracticable to seek my consent at the time, for my own benefit, I give permission for the Chief Steward or his delegate, Venue Paramedic or doctor to retrieve and review my medical book.

Application for a Visitor or Interstate Licence (where applicable)

24. I understand that should I seek to operate in another State or Territory, this application and all supporting documentation may be forwarded to the relevant Principal Racing Authority as my application to operate in that State or Territory. I understand that the grant of a licence, permit or approval to operate by another Principal Racing Authority is a discretionary decision to be made by that Principal Racing Authority. The interstate Principal Racing Authority is not compelled to grant me a licence and will make a decision as it applies in their State or Territory.

Declarations

25. I have not taken part in any act of animal cruelty, nor have I instructed anyone else (or given any express or implied instruction to anyone else) to take part in any act of animal cruelty. No animal under my care or direction has been subject to or involved in animal cruelty.
26. I understand that if I am placed on the Forfeit List by a control body that the treatment of Forfeits will apply including suspension/disqualification as per the Rules of Racing.
27. All information I have provided in this application is true and correct. I understand that disciplinary action may be taken against me, including revocation of my licence, if I provide information to QRIC that is incorrect in any particular.
28. I am aware and understand that it is an offence under section 214 of the RIA for me to knowingly make a false statement in any application for a licence. I am aware that this offence is subject to a maximum penalty of 200 penalty units or 2 years' imprisonment.
29. I acknowledge that QRIC may give some or all of my information to the Queensland Police Service for the purpose of assessing my suitability to be a licence holder.
30. I acknowledge that additional conditions may be placed on my licence at the discretion of QRIC.
31. I agree to be bound by the declarations and acknowledgements set out in this application form.
32. I acknowledge that I have read QRIC's privacy collection notice.
33. I understand that the declarations and acknowledgements set out in this application form may be amended from time to time at the sole discretion of the Commission, and I acknowledge and agree that I will be subject to the most updated version.

(Name of Applicant)

(Name of Guardian)

(Signature of Applicant)

(Signature of Guardian)

(Date)

(Date)

=====

If applicant is under 18 years of age, then signature of Guardian is required

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