



Tasmanian
Government



Thoroughbred Licence Application Requirements 2023/2024

Department of Natural Resources and Environment Tasmania | **Office of Racing Integrity**

Thoroughbred Licence Application Requirements 2023/2024

Department of Natural Resources and Environment Tasmania | Office of Racing Integrity
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The Director of Racing may grant any licence for such period and upon such conditions as deemed fit. Any licence may be suspended, cancelled or refused by the Director.

Applicants MUST note:

- Standard processing timeframe is **7-10 working days** for correctly submitted applications, unless the applicant is required to be interviewed by the Director of Racing, which may increase the processing timeframe.
- Lodging an application form and paying the applicable fee **does not** mean that applicants are licensed from that time.
- Applications must be approved by the Director and processed by the Office of Racing Integrity (ORI) before a licence becomes active. ORI will notify applicants in writing following approval of their application.

How can I have my application processed as quickly as possible?

Completed applications are processed more quickly than those requiring additional information.

Before applying, please make sure:

- all sections of the form have been completed;
- all signatures are included;
- supporting documentation is attached (where requested);
- payment of the application fee (if applicable) is provided with the application; and
- when requested by ORI to have a photo taken at Service Tasmania, you attend to this straight away.

Requests for additional information may delay the assessment of the application.

How long will it take to process my application?

New Application

ORI receive licence applications every day and these are processed in the order that they are received. Processing timeframes vary depending on the type of application and whether additional information is required. The Operations department at ORI will endeavour to give you an idea of the processing timeframe for your application should you request it.

Licence Renewals

ORI commits to ensuring that ALL fully complete applications received by the closing date will be processed in time to be relicensed for the following season. Applications received after the closing date will be processed in the order that they are received.

Your responsibilities

ORI make every endeavour to provide a high level of service to participants.

You can help us deliver that level of service by ensuring that:

- all interactions between staff and customers occur in a courteous manner;
- staff are treated politely and respectfully;
- all available relevant information is provided; and
- the interaction occurs in a co-operative and positive manner.

General information applicable to ALL licence categories

The below listed Tasracing Licensing Requirements **MUST** be read carefully prior to completing an application for a licence.

1. **Rules of Racing** – All applicants applying for a licence should obtain a copy of the Rules of Racing.
2. **National Police Record Check (NPRC)**

For persons over the age of eighteen (18) years a current National Police Record Check must accompany an application for licence if:

 - a. Applying for any category of licence if not previously provided within two (2) years of the date of the application.
 - b. Returning from a period of disqualification, if not previously provided within two (2) years of the date of the application.
 - c. When the Director has reasonable cause to require any person to submit a criminal record check. Reasons could include to obtain further detail of information provided previously; outcome of previously pending criminal charges.
 - d. Applicants who are required to submit a National Police Record Check may be issued a temporary licence prior to lodgement of the report on the following conditions:
 - i. All other requirements for the licence category are submitted to ORI.
 - ii. A copy of the receipt for payment of the NPRC application is provided with the licence application.
 - iii. A temporary licence will only be issued for a period of 3 months and will be revoked following that period until the NPRC is submitted to ORI.
 - iv. Information provided on the application form does not indicate matters which the Director may require further details prior to determination of the application.

NB: A National Police Record Check is deemed current if it has a date of issue no more than 3 months prior to the date that it is lodged with ORI.

3. Visiting Interstate Trainer Licence Information

Please refer to AR 80 and information for requirements regarding this licence is available at http://nre.tas.gov.au/Documents/Thoroughbred_Visiting_Trainers_Information.pdf.

4. Evidence of Identity

Applicants must provide evidence of identity by submitting one of the following:

- Copy of birth certificate; or
- Copy of current driver's licence; or
- Copy of current passport

5. Mandatory Training Requirements

To obtain and/or maintain a licence of any category, participants must comply with any training requirements as mandated by Tasracing from time to time. For information on current training requirements for any licence category, please contact Tasracing via email to racing@tasracing.com.au or phone (03) 6212 9333. All licensed persons must attend any workshops mandated by Tasracing as compulsory.

Definition of "New Applicant" for Mandatory Training purposes

A new applicant is defined as somebody who has never been previously registered (in the specific code) with the Office of Racing Integrity. In this instance, the new applicant will be provided adequate time to complete any training, commencing from the date that their registration is approved by ORI.

6. Interstate Stable Employee & Trackwork Rider Licence Holders

Please refer to Local Rules 19.1(c) & 19.2(f) for requirements regarding these licences.

7. International Applicants

Applicants who are not the holders of Australian citizenship must provide the following with their application in addition to the requirements of the licence:

- Copy of passport.
- Copy of Visa which indicates permission to work in Australia.
- Clearance from the International Controlling Body where last licensed, which shows
 - the licence/s held;
 - offence history;
 - If applying for riding licence, performance record including number of winning rides.
- Full medical examination report showing appropriate fitness to ride, issued by an Australian Registered Medical Practitioner. (if necessary for particular licence)
- A Baseline Concussion Test (if necessary for particular licence) may be required if deemed appropriate by the Director of Racing at the time of applicant's arrival in Tasmania.

8. Applicant Knowledge and Experience

The Director of Racing may, on application and at their absolute discretion, vary the requirements of the knowledge and/or experience required for any licence category should they be satisfied that the applicant has sufficient knowledge and/or experience to be granted a licence of that category.

9. Suitability of Licence Holders

An applicant must be assessed as a **Fit and Proper Person** to be granted or continue to hold a licence. All licence holders and applicants for licences must meet and continue to meet the requirements to be a "fit and proper" person to hold a licence in Tasmania. The following criteria for a "fit and proper" person will be applied.

"Fit"

To be considered "fit" a person must:

- Be physically fit to perform the duties of a particular license category;
- Have the stated skills and knowledge required for a licence;
- Be able to display the appropriate level of mental fitness to make correct decisions in relation to behaviour by demonstrating a continuing moral commitment to good behaviour and good character.

The Director may require an applicant to provide appropriate evidence of their fitness, skills and knowledge through testing, training and assessment or other means.

"Proper"

The requirements to be considered "proper" relate to the general level of integrity of the person. It is primarily concerned with general behaviour and conduct inclusive of:

- History;
- Reputation;
- Integrity;
- Honesty;
- Character;
- Regard to laws and community values

Propriety will be assessed based on general behaviour and conduct by an applicant, or an executive officer of an applicant, in particular any evidence of:

- An applicant's previous racing disciplinary history;
- Any previous acts of dishonesty by the applicant or an executive officer of the applicant;
- Improper behaviour towards an official or employee of the Office of Racing Integrity, Tasracing or a Club and other licensed participants or animals;
- Any conduct or statement made by the applicant, or an executive officer of the applicant, that would impact on the applicant's reputation and more broadly on the reputation of other licence holders, the Director, an official or employee of the Office of Racing Integrity, Tasracing, a Club or the racing industry as a whole;

- An ability of the applicant, or any executive officer of the applicant, to consistently operate within the requirements of the racing legislation, a standard, policies of the Office of Racing Integrity or Tasracing, the Rules of Racing and any other laws and regulations in the State of Tasmania, another State, or the Commonwealth, including any gambling and gaming legislation;
- Bad behaviour and/or misconduct by the applicant, or an executive officer of the applicant, including police records, court records and letters of complaint regarding the licence holder;
- A failure to adequately demonstrate sufficient and acceptable financial means to fulfil the requirements of the licence;
- Where a licence holder or applicant for a licence has been convicted of or pleaded guilty to an offence in Tasmania, any state or territory of Australia or in any other country.

Exclusion due to certain convictions

The Director may at any time, including on application, request that a licence holder or applicant provide a current (dated within the last 3 months) National Police Certificate. Where a corporation is the applicant, all executive officers of the corporation may be required to submit such certificates.

All convictions, whether against a law in Tasmania or another State, stated in a national police certificate, will be considered relevant to the application for a licence. An offence committed over 10 years ago may also be considered relevant to the broader assessment of whether an applicant is “fit and proper” to be granted a licence.

The Director may deem that a person is not a “fit and proper” person and thus revoke or not grant a licence if:

- The applicant has been convicted of an offence (the conviction), and the conviction remains on the licence holder’s criminal record, against a law in Tasmania or another State or Country which relates to;
- Dishonesty, fraud, forgery, match-fixing;
- Animal welfare or cruelty to animals;
- Trafficking or supply of drugs, illicit or illegal substances; and

Where a conviction is recorded, the Director may request an interview with the applicant to discuss the conviction.

10. Personal Information Protection Statement

By applying for a Licence, you are providing personal information to the Office of Racing Integrity, Tasmania (ORI), which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by ORI for the purpose of processing your application for a licence and/or registration and associated purposes, pursuant to the *Racing Regulation Act 2004*, associated legislation and the Rules of Racing as adopted by Tasracing from time to time. Failure to provide this information may result in your application not being processed or records not being properly maintained. Your personal information will be used for the primary purpose for which it is collected and may be disclosed to contractors and agents of Tasracing, Tasmanian race clubs, law enforcement agencies, courts and other organisations authorised to collect it. Your basic personal information may be disclosed to other public sector bodies where necessary, for the efficient storage and use of the information. You have the right to access your personal information by request to ORI and you may be charged a fee for this service.

Licensing Procedures

The Director of Racing considers all licence applications and may be assisted in that process by either the Principal Steward, and/or a member of the Stewards' department and/or a Licensing & Registration representative. The Director reserves the right to interview, in person, any applicant applying for either an initial licence or renewal.

The Director also reserves the right to interview:

- Any licensed person at any time who has been convicted in a court of law for a misdemeanour that, in the opinion of the Director, may prejudice the image of racing; or
- A person who has been charged and found guilty by the Stewards of any offence that, in the opinion of the Director, may be detrimental to the image of racing; or
- Any licensed person, upon the recommendation of a Steward or Licensing and Registration Officer.
- Any person, applying for a licence or registration following the completion of a period of disqualification and that person may be required to appear in person.

New Applicant Definition

- A person who is applying for a licence of any category in Tasmania for the first time; or
- A person who has been licensed previously in the Thoroughbred code but not in the preceding season.

Renewal Definition

- A person who was licensed with the same category of licence in the preceding racing season.

Apprentice Jockey Panel and Riding Review Panel

These Panels will consist of the following positions:

- Apprentice Coach
- Tasracing Racing Operations Manager
- Tasracing Officials
- Chairman of Stewards
- Licensing and Registration Officer, or Office of Racing Integrity delegate
- Tasmanian Jockey Association representative

The Apprentice Jockey Panel will be responsible for considering new applications for apprentice jockeys as well as any other employment matter which would relate to an apprentice indenture. Extensions or loan agreements will also be considered by the Panel.

The Riding Review Panel will consider any skills related matters involving apprentice jockeys or senior jockeys.

Licensing Guidelines

The following guidelines should be viewed generally with each applicant being assessed on their individual merits with the Director reserving the right to have any person appear for interview.

New Applicant:

Trainers:	First time applicants or persons applying for upgrade are to be interviewed by the Director.
Jockeys:	First time applicants to be interviewed by the Director if recommended by Stewards
Apprentices:	Initial applications will be determined by the Apprentice Jockey Panel consisting of representatives of Tasracing and the Office of Racing Integrity. Indentured Apprentices are required to submit a renewal application and a medical to ORI each licensing season.
Trials Rider:	To be approved by the Director of Racing via a Chairman's Book.
Stable Foreperson:	Persons applying for an initial upgrade to be interviewed by the Director.
Riders Agent:	Initial applications to be interviewed by the Director.

Stable Employees (Non-Riding) & (Trackwork Riding):

To be approved by the Director of Racing via a Chairman's Book, including Transfers of Employment or Cancellation of Registration.

Racing Manager:	To be approved by the Director of Racing via a Chairman's Book.
Farrier:	To be approved by the Director of Racing via a Chairman's Book.
Restricted Plating:	To be approved by the Director of Racing via a Chairman's Book.
Renewals:	All categories to be approved by the Director of Racing via a Chairman's Book.
Interstate Applicants:	Each interstate applicant will be assessed on their merits given the licence held and experience obtained through the appropriate jurisdiction where the individual has been licensed.

Licensing Review Guidelines

All licensed participants are subject to review, on at least an annual basis. Relevant matters for the Director to consider include:

- If the participant has been found guilty of breaches of the Rules of Racing on multiple occasions;
- If a horse that the participant is responsible for is not presented in a way public confidence can be guaranteed;
- If the participant engages in actions that are detrimental to the image of the industry and public perception;
- If the participant fails to meet a level of activity commensurate with the licence category; or
- If the participant no longer meets the requirements of a "fit" and "proper" person.

The Director of Racing may issue a show cause notice on any participant, who is deemed not to meet the guidelines, as to why they should retain their licence.

Renewals

All licence renewals are issued at the discretion of the Director of Racing to a person who has lodged a completed renewal application form accompanied with the prescribed fee and any other required documentation. Renewal applications require review and consideration of the Licensing & Registration Officer and the Chairman of Stewards before being presented to the Director.

The above Licensing Procedures refer to all licences, whether they are a new applicant, an upgrade, or a renewal.

Fee Schedule 2023-24

Licensing

Category	Fees Breakdown			
	Total Fee (\$)	Licence Component	SMS Service	Public Liability (ATA Policy)
Stable Employee (Non-Riding or Trackwork Rider) (New)	Tasracing subsidised			
Stable Employee (Non-Riding or Trackwork Rider) (Renewal)	63.00	63.00	-	-
Stable Foreperson (Non-Riding or Trackwork Rider)	86.00	86.00	-	-
Jockey NB: If Jockey is licensed in home state for 2023/24 season, the licence fee is not applicable	169.00	154.00	15.00	-
Approved Trials Rider	114.00	114.00	15.00 (optional)	-
Riders' Agent	138.00	138.00	-	-
Racing Manager	138.00	138.00	15.00 (optional)	-
Pre-Trainer	696.00	154.00	15.00	527.00
Owner Trainer	897.00	154.00	15.00	728.00
King Island Trainer	619.00	77.00	15.00	527.00
Trainer Open	1091.00	154.00	15.00	922.00
Trainer A	1177.00	154.00	15.00	1008.00
Farrier	63.00	63.00	-	-
Restricted Plating	63.00	63.00	-	-
Replacement Licence Card	25.00	-	-	-

Licence Categories

Stable Employees

Stablehand (Provisional)

Fee: See schedule of fees

The holder of a *Stablehand (Provisional) Licence* may, under the supervision or instructions of the employing trainer, assist with the training, management, care and control of horses at the trainer's registered property for a maximum period of 30 days.

NB: This licence is issued to allow the applicant and the trainer time to assess employment suitability. Not permitted to assist any other trainer or undertake riding activities during this trial period.

A *Stablehand (Provisional) Licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of fourteen (14) years. (Parental consent required for applicants under the age of 18 years.)
- Lodged a completed Provisional Licence application form, co-signed by the employing trainer.
- Provided evidence of identity. (*Refer to Page 4*)

To continue working at the end of the provisional period persons must submit a full application prior to the expiry date of the provisional licence and provide all required documentation relevant to a full Stablehand licence.

Stable Employee (Non-Riding)

Fee: See Fee Schedule

The holder of a *Stable Employee (Non-Riding) Licence* may, under the supervision or instructions of a licensed trainer, assist with the training, management, care and control of horses and assist with pre-race preparation of, and post-race procedures affecting a horse. Stable Employees are **not permitted** to mount any registered racehorse either on the trainer's property or any registered racecourse unless also registered for trackwork riding duties.

A *Stable Employee Licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of fourteen (14) years. (Parental consent required for applicants under the age of 18 years.)
- Lodged a completed application form with the prescribed fee.
- For persons over the age of eighteen (18) years, submitted a current National Police Record Check (*Refer to details on Page 4*).
- Provided evidence of identity. (New applicants only if not previously provided to ORI) (*Refer to Page 4*)
- For new applicants (as defined), acknowledged they will complete the mandatory training and submit evidence of completion within twelve (12) months of being licensed.
- For a licence renewal, submitted evidence of completion for mandatory training if not previously provided.
- For applicants who hold an equivalent interstate licence at the time of applying, LR 19.1(c) is applicable and reads – “A *Stable Employee currently licensed in another jurisdiction may continue to undertake duties on that licence for a Tasmanian licensed trainer under the following provisions.*
 - i) *A license application is lodged with Office of Racing Integrity prior to commencing work and a satisfactory clearance is obtained by Office of Racing Integrity from the PRA where the person is currently licensed.*
 - ii) *All outstanding documentation including criminal history record check is provided to Office of Racing Integrity within 30 days of the initial application.*
 - iii) *The person may only perform roles for one nominated trainer until a Tasmanian licence application is approved.*

The holder of a *Stable Employee (Trackwork Rider) Licence* may under the supervision or instructions of a licensed trainer, assist with the training, management, care and control of horses and assist with pre-race preparation of, and post-race procedures affecting a horse. The holder of this licence may also perform trackwork duties for any licensed trainer after being assessed as competent to do so by ORI Stewards.

Please do not apply for a trackwork riding stable employee licence unless you are ready to have a riding assessment at the time of the application. this privilege can always be added to a licence at a later date.

A *Stable Employee (Trackwork Rider) Licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of fourteen (14) years. (Parental consent required for applicants under the age of 18 years.)
- Lodged a completed application form with the prescribed fee.
- For persons over the age of eighteen (18) years, submitted a current National Police Record Check. (*Refer to details on Page 4*)
- Provided evidence of identity. (New applicants only if not previously provided to ORI) (*Refer to Page 4*)
- For new applicants (as defined), acknowledged they will complete the mandatory training and submit evidence of completion within twelve (12) months of being licensed.
- For a licence renewal, submitted evidence of completion for the mandatory training if not previously provided.
- Submitted a full medical examination report showing appropriate fitness to ride and any other medical information as required and every following five (5) years thereafter for persons up to 64 years of age. Persons aged 65 years and older must submit a medical examination report annually. The Director of Racing reserves the right to request a medical report from an applicant at any time if considered necessary.
- Submitted Third Party Evidence form with respect to riding experience completed by employing trainer.
- Undertaken a riding ability assessment to satisfaction of Stewards. Wherever practical, this assessment should be conducted by a full time ORI Steward.
- For applicants who hold an equivalent interstate licence at the time of applying. LR 19.1(e) is applicable and reads – “A *Trackwork rider, who is currently licensed in another jurisdiction may continue to undertake duties on their interstate licence for a Tasmanian licensed trainer under the following provisions.*
 - i) *A license application is lodged with Office of Racing Integrity prior to commencing any trackwork duties; a satisfactory clearance is obtained by Office of Racing Integrity from the PRA where the person is currently licensed and the person has undertaken a riding ability assessment to the satisfaction of Stewards or appointed track steward, prior to undertaking any riding duties.*
 - ii) *All outstanding documentation including criminal history record check and medical examination report is provided to Office of Racing Integrity within 30 days of the initial application.*
 - iii) *The person may only perform roles for one nominated trainer until a Tasmanian licence application is approved.*

The holder of a *Visiting Interstate Stable Employee Licence* may under the supervision or instruction of the Visiting licensed trainer they are registered to, assist with the training, management, care and control of horses and assist with pre-race preparation of, and post-race procedures affecting a horse. The holder of this licence may also perform trackwork duties for the visiting licensed trainer only if permitted to do so in their home state.

A *Visiting Interstate Stable Employee Licence* is issued at the discretion of the Director of Racing to a person who has:

- A current Stable Employee licence issued by their home PRA.
- Lodged a completed application form.
- Been named by a Visiting Trainer on their application for a Permit to Train in Tasmania.

NB: This licence will only be active for the period the Visiting Trainer remains in Tasmania and to assist with horses trained by the Visiting Trainer.

Stable Foreperson

Fee: \$86.00

The holder of a *Stable Foreperson Licence* may, under the supervision or instructions of a licensed trainer, assist with the training, management, care and control of horses and assist with pre-race preparation of, and post-race procedures affecting a horse. Furthermore a Stable Foreperson may fulfil the duties for and on behalf of a trainer during that trainer's absence. A Stable Foreperson is not permitted to mount any registered racehorse either on the trainer's property or any registered racecourse unless also registered for trackwork riding duties.

A *Stable Foreperson* must have held:

- A stable employee's licence for a minimum of one (1) year with an Open Permit or Trainer A in the period immediately preceding the date when an application is received by ORI;
- A Jockey licence, or
- A trainer's licence.

A *Stable Foreperson Licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- Provided evidence of identity. (New applicants only) (*Refer to Page 4*)
- Submitted a current National Police Record Check. (*Refer to details on Page 4*)
- Submitted a written reference from previous employing trainer.
- Submitted a written statement from the employing trainer outlining the reasons for employing/requiring a Stable Foreperson and/or the trainer attend an interview with the Director of Racing.
- Completed the mandatory training and submitted evidence of completion if not previously provided.
- Had a successful interview with the Director of Racing. (Only required for new applicants, upgrades or other persons determined by the Director).

If intending to perform any trackwork duties:

- Ticked the appropriate box on the application and lodged a medical examination form completed by a Medical Practitioner noting fitness to ride and any other medical information as required and then every 5 years following to the age of 64 years. Persons aged 65 years and older must submit a medical examination report annually. (No additional fee is applicable). The Director of Racing reserves the right to request a medical report from an applicant at any time if considered necessary.
- Submitted Third Party Evidence form with respect to riding experience completed by employing trainer.
- Undertaken a trackwork riding ability assessment to the satisfaction of Stewards. Wherever practical, this assessment should be conducted by a full time ORI Steward.

NB: The employing Trainer must satisfy the need to employ a Stable Foreperson. (While each application will be considered on its merits, generally the employing trainer should have at least 8 horses in work)

Racing Manager

Fee: See Fee Schedule

The holder of a *Racing Manager Registration* is an employee of a Trainer who is in charge of the daily operations in a Thoroughbred racing office with duties such as liaising with existing and/or prospective owners. NB: This type of registration does not give permission to undertake race day or stable activities.

A *Racing Manager Registration* is issued at the discretion of the Director of Racing, who may impose any conditions on a registration at any time, to a person who has:

- Attained the age of eighteen (18) years.
- Employment with the holder of a Trainer A licence issued by ORI.
- Lodged a completed application form with the prescribed fee.
- Submitted a current National Police Record Check (*Refer to details on Page 4*).
- Provided evidence of identity. (New applicants only if not previously provided to ORI) (*Refer to Page 4*)

Jockeys/Trials Riders

Apprentice Jockey

No Fee

The initial application to have a person indentured as an *Apprentice Jockey* must be submitted to Tasracing for consideration by the Apprentice Jockey Panel which includes representatives from Tasracing and ORI.

Once approved by the Apprentice Jockey Panel, applicants must ensure that the following has been provided to or undertaken with ORI: –

- Full medical examination report showing appropriate fitness to ride and any other medical information as required, if not previously submitted to ORI for the current racing season. The Director of Racing reserves the right to request a medical report from an applicant at any time if considered necessary.
- Previous riding history of applicant, if applicable.
- For persons over the age of eighteen (18) years, submitted a current National Police Record Check if required. (*Refer to details on Page 4*)
- Clearance from Principal Racing Authority where last licensed, if applicable.
- Next of Kin and Emergency Medical Information on the prescribed form.
- Provided GST and EFT details
- Been assessed by an independent medical practitioner as determined by Tasracing if the person has previously sustained a career ending injury or a major injury.
- Completed a satisfactory annual Baseline Concussion Test.
- To be indentured must have ridden trackwork for the applying trainer for a minimum of six (6) months unless special circumstances can be demonstrated to the satisfaction of the Director and submitted evidence of any training requirements as mandated by Tasracing.
- To commence riding in official trials must have completed at least ten (10) satisfactory jump-outs over a three-month period, or a lesser number if deemed appropriate following assessment by the Chairman of Stewards in consultation with the Apprentice Coach and submitted recorded details from Apprentice Riding Record Book. Must submit evidence of any training requirements as mandated by Tasracing.
- To obtain a permit to ride in races, must have completed at least twenty (20) satisfactory trial rides as approved by Stewards in consultation with the Apprentice Coach over a three-month period.
- If the applicant is not an Australian Citizen, information listed on Page 4 for International applicants must also be submitted.

Indentured apprentices must submit the following to the Office of Racing Integrity at the commencement of each racing season:

- Renewal application including Next of Kin and Emergency Medical Information.
- Full medical examination report showing appropriate fitness to ride and any other medical information as required.
- Completed a satisfactory annual Baseline Concussion Test.
- A Betting Information Declaration form.
- For a licence renewal, must have ridden in a minimum of 20 races within the previous 12-month period and must compete on a regular basis with no more than six (6) weeks between race rides without reasonable explanation to the satisfaction of the Director.

Visiting Apprentice Jockey must provide the following to the Office of Racing Integrity prior to riding at any race or trial meeting in Tasmania:

- Visiting apprentice application.
- Next of Kin and Emergency Medical Information on the prescribed form.
- Permission letter from Master to ride in Tasmania including advice as to who will be in charge of the apprentice if the registered Master is not in attendance at the meeting.
- NB: A Visiting Apprentice Jockey will only be granted permission to undertake riding duties in Tasmania for a 48-hour period unless application is made for permission to extend that time to participate in trackwork or trials.
- **For International applicants – A Baseline Concussion Test may be required if deemed appropriate by the Director of Racing at time of arrival.**

The holder of a *Jockey A Licence* may ride at any race meeting, trial, jump out or trackwork held within the State of Tasmania.

A *Jockey A Licence* is issued at the discretion of the Director of Racing to a person who has:

- Completed an approved Apprenticeship.
- Lodged Statement of Attainment for Certificate IV in Racing (Jockey) or other equivalent evidence as approved by Tasracing.
- Lodged a completed application form, including Next of Kin and Emergency Medical Information with the prescribed fee.
- Provided evidence of identity. (New applicants only) (*Refer to Page 4*)
- Submitted a current National Police Record Check if required. (*Refer to details on Page 4*)
- Submitted a full medical examination report showing appropriate fitness to ride and any other medical information as required. The Director reserves the right to request a medical report from an applicant at any time if considered necessary.
- Been assessed by an independent medical practitioner as determined by Tasracing if the person has previously sustained a career ending injury or a major injury. (not applicable for licence renewal)
- Completed a satisfactory annual Baseline Concussion Test.
- Submitted a Betting Information Declaration form.
- Provided GST and EFT Details.
- Had a successful interview with the Director of Racing. (Only required for new applicants, upgrades or other persons determined by the Panel). The Director of Racing must fully consider any submission received from Tasracing and/or the Riding Review Panel in relation to a Jockey A application.
- **If currently licensed as a Jockey by another Australian jurisdiction**-only personal details, Betting Declaration, Next of Kin and Emergency Medical Information is required to be submitted on the prescribed form in accordance with the National Jockey Licence Policy.
- **If currently licensed as a Jockey by an International jurisdiction**-Personal details, Betting Declaration, Next of Kin and Emergency Medical Information is required to be submitted. A Baseline Concussion Test may be required if deemed appropriate by the Director of Racing at the time of arrival.
- Fulfil any international applicant requirements if applicable. (See Page 4)
- For a licence renewal, must have ridden in a minimum of 20 races within the previous 12-month period and must compete on a regular basis with no more than six (6) weeks between race rides without reasonable explanation to the satisfaction of the Director.

Victorian Licensed Jumps Jockey A: Persons holding this category of licence with Racing Victoria Limited may apply for a licence in Tasmania and be permitted to ride in trials, jump outs and trackwork and in any races at the discretion of the Director of Racing.

Victorian Licensed Jumps Jockey B: Persons holding this category of licence with Racing Victoria Limited may apply for a licence in Tasmania and be permitted to ride in trials, jump outs or trackwork held within the state of Tasmania.

Trainer & Jockey – Dual Licence: Persons eligible to be licensed as a Jockey and a Trainer may apply for a dual licence subject to the requirements of Tasmanian Local Rule 15.21.

The holder of a *Riders' Agent Licence* is permitted to register agreements with no more than three Jockeys inclusive of apprentice jockeys where the agreement must be with the Master, who ride regularly in Tasmania. A *Riders' Agent* shall represent only persons in respect of whom they have obtained specific approval of the Principal Racing Authority in Tasmania.

NB: A *Riders' Agent* shall NOT be a member or employee of Tasracing Pty Ltd, Tasmanian Racing Appeal Board or the Office of Racing Integrity.

A *Riders' Agent Licence* is issued at the discretion of the Director of Racing to a person who has:

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.

- Provided evidence of identity. (New applicants only) *(Refer to Page 4)*
- Submitted a Riders' Agent/Jockeys agreement completed by the rider/s or apprentice master/s in respect of whom they seek to be licensed.
NB: Applicants must make similar applications for the variation of their licence to include additional clients.
- Submitted a current National Police Record Check. *(Refer to details on Page 4)*
- Had a successful interview with the Director of Racing. (Only required for new applicants or other persons as determined by the Director).

Approved Trials Rider

Fee: \$114.00

The holder of an *Approved Trials Rider Licence* may ride trackwork, jumpouts and official trials within the State of Tasmania.

NB: If intending to undertake stablehand duties at a trainer's registered establishment and/or at trial or race meetings, must also hold a Stable Employee licence (no additional fee will be applicable)

An *Approved Trial Rider* must have previously been licensed as –

- a jockey; or
- an apprentice approved to ride in races; or
- a cross country rider; or
- a picnic or amateur rider who has been approved to ride in races.

An *Approved Trial Rider Licence* is issued at the discretion of the Director of Racing to a person who has:

- Lodged a completed application form, including Next of Kin and Emergency Medical details, with the prescribed fee.
- Provided evidence of identity. (New applicants only) *(Refer to Page 4)*
- For persons over the age of eighteen (18) years, submitted a current National Police Record Check if required. *(Refer to details on Page 4)*
- Submitted a full medical examination report showing appropriate fitness to ride and any other medical information as required. The Director of Racing reserves the right to request a medical report from an applicant at any time if considered necessary.
- Been assessed by an independent medical practitioner as determined by Tasracing if the person has previously sustained a career ending injury or a major injury. (not applicable for licence renewal)
- Completed a satisfactory annual Baseline Concussion Test.
- Provided GST and EFT Details.
- Been assessed and interviewed (if necessary) with respect to current riding skill ability and regularity by Stewards who will provide a recommendation to the Director of Racing for consideration of the application.
- If necessary, had a successful interview with the Director of Racing. (May only be required if a negative report is received from Stewards).
- Completed at least 10 satisfactory jumpouts, if determined necessary by Stewards.
- Completed the mandatory training and submitted evidence of completion if not previously provided.
- If applicable, fulfil international applicant requirements. (See General Requirements)
- For a licence renewal, must have ridden in a minimum of 20 trials within the previous 12-month period and must compete on a regular basis with no more than six (6) weeks between trial rides without reasonable explanation to the satisfaction of the Director.

Trainers

Pre-Trainer

Fee: \$696.00

The holder of a *Pre-Trainer Licence* may break in, prepare and educate a registered thoroughbred horse prior to the horse being sent to a trainer for official training and/or racing. A Pre-Trainer may not trial or nominate any horse for racing.

Persons must meet one of the following pre-requisites to have an application for this category of licence considered.

In the period immediately preceding the submission of an application to ORI have been -

- A registered Stablehand for a minimum of one (1) year; or
- A registered Stable Foreperson for a minimum of one (1) year; or
- A licensed Harness Trainer for a minimum of one (1) year; or
- Have experience in equine pursuits (in a non-licensed capacity) for a minimum of five (5) years; or
- A licenced Jockey A; or
- An interstate or overseas licenced thoroughbred Trainer; or
- A licenced Tasmanian Trainer.

NB: Trainers must ensure that, at all times, they have the appropriate level of insurance for all persons undertaking activities in their establishment, including both paid and voluntary workers. Trainers may be required to provide evidence of a current Workers Compensation Insurance Policy and/or Volunteers Insurance Policy on the request of Stewards or ORI Official.

Licences are issued at the discretion of the Director of Racing to a person who meets the above pre-requisites and who has:-

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- Provided evidence of identity. (If not previously provided to ORI) (*Refer to Page 4*)
- Made payment of ATA Public Liability Insurance Policy premium or provide Certificate of Currency of other equivalent policy.
- Acknowledged that they will obtain a Workers Compensation Insurance policy for all paid and voluntary workers if required to do so under State Law.
- Submitted one (1) written reference from a currently licensed trainer.
- Submitted a current National Police Record Check if required. (Refer details on Page 4)
- For new applicants, provided evidence of a current Level 1 First Aid certificate attained by the applicant.
- Had a successful interview with the Director of Racing. (Only required for new applicants, upgrades or other persons determined by the Director).
- Undergone a stable inspection to the satisfaction of Stewards. NB: This will be conducted following a successful interview with the Director of Racing.
- Completed the mandatory training and submitted evidence of completion if not previously provided.

If intending to perform any trackwork duties:

- Ticked the appropriate box on the application and lodged a medical examination form completed by a Medical Practitioner noting fitness to ride and any other medical information as required and then every 5 years following to the age of 64 years. Persons aged 65 years and older must submit a medical examination report annually. (No additional fee is applicable). The Director of Racing reserves the right to request a medical report from an applicant at any time if considered necessary.
- Undertaken a trackwork riding ability assessment to the satisfaction of Stewards. (New applicants only).

Workers Compensation Insurance

- Trainers employing staff or contractors must have an appropriate current workers' compensation insurance policy.
- Trainers utilising persons in a voluntary role must have an appropriate insurance policy that covers volunteers.
- Workers compensation insurance policies in most cases do not cover the trainer for injury. It is strongly recommended that Trainers discuss with their insurance brokers obtaining the appropriate level of cover to ensure they are suitably covered in the event of an incident.
- Trainers and/or trackwork riders must negotiate an employment arrangement to ensure an employer/employee relationship is in place.
- Trainers must be able to provide evidence of a current Workers Compensation Insurance Policy and/or Volunteers Insurance Policy, if required to maintain, when requested to do so by Stewards or ORI Official.
- To determine the level of cover you require please speak to an insurance specialist.

Owner-Trainer

Fee: \$897.00

The holder of an *Owner/Trainer* licence may only train registered thoroughbred horses which that person owns or partly owns, or which is owned by the person's spouse, other domestic partner, parent, sibling or child, or any horse approved by the Director of Racing upon the written application of the person. Owner/Trainers are not permitted to train for syndicates.

Persons must meet one of the following pre-requisites to have an application for this category of licence considered. In the period immediately preceding the submission of an application to ORI have held -

- A stable employee's licence, a Stable Foreperson licence or a Pre-Trainer's licence for at least one year; or
 - A Jockey licence; or
 - A Harness Trainer's licence for a minimum of one (1) year.
- OR, if the applicant does not currently hold a licence as stated above –
- Previously have held (with a PRA), an Owner-Trainer thoroughbred licence (or its equivalent or higher level) for a minimum of two (2) years and have been licensed within three (3) years from the date that a (full) application is submitted to the Office of Racing Integrity.

Confirmed licensing of an equivalent level with an interstate racing jurisdiction will also be used to evaluate an application.

NB: Trainers must ensure that, at all times, they have the appropriate level of insurance for all persons undertaking activities in their establishment, including both paid and voluntary workers. Trainers may be required to provide evidence of a current Workers Compensation Insurance Policy and/or Volunteers Insurance Policy on the request of Stewards or ORI Official.

Licences are issued at the discretion of the Director of Racing to a person who meets the above pre-requisites and who has:

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- Provided evidence of identity. (If not previously provided to ORI). (*Refer to Page 4*)
- Submitted one (1) written reference from a currently licensed trainer.
- Provided evidence of previously held non-thoroughbred licence (if applicable).
- Been granted a clearance from the Principal Club or controlling body where previously licensed, if applicable.
- Submitted a current National Police Record Check if required. (*Refer details on Page 4*)
- Made payment of ATA Public Liability Insurance Policy premium or provide Certificate of Currency of other equivalent policy.
- Acknowledged that they will obtain a Workers Compensation Insurance policy for all paid and voluntary workers if required to do so under State Law.

- For new applicants, provided evidence of a current Level 1 First Aid certificate attained by the applicant.
- Satisfactorily completed the Trainer's questionnaire (if not previously licensed as a trainer).
- Provided GST and EFT Details.
- For new applicants (as defined), acknowledged they will complete the mandatory training required for Trainers and submit evidence of completion within twelve (12) months of being licensed.
- For a licence renewal, submitted evidence of mandatory training as approved by Tasracing, if not previously provided.
- Had a successful interview with the Director of Racing. (Only required for new applicants, upgrades or other persons determined by the Director).
- Undergone a stable inspection to the satisfaction of Stewards. NB: This will be conducted following a successful interview with the Director of Racing.

If intending to perform any trackwork duties:

- Ticked the appropriate box on the application and lodged a medical examination form completed by a Medical Practitioner noting fitness to ride and any other medical information as required and then every 5 years following to the age of 64 years. Persons aged 65 years and older must submit a medical examination report annually. (No additional fee is applicable). The Director of Racing reserves the right to request a medical report from an applicant at any time if considered necessary.
- Undertaken a trackwork riding ability assessment to the satisfaction of Stewards. (New applicants only)

Workers Compensation Insurance

- Trainers employing staff or contractors must have an appropriate current workers' compensation insurance policy.
- Trainers utilising persons in a voluntary role must have an appropriate insurance policy that covers volunteers.
- Workers compensation insurance policies in most cases do not cover the trainer for injury. It is strongly recommended that Trainers discuss with their insurance brokers obtaining the appropriate level of cover to ensure they are suitably covered in the event of an incident.
- Trainers and/or trackwork riders must negotiate an employment arrangement to ensure an employer/employee relationship is in place.
- Trainers must be able to provide evidence of a current Workers Compensation Insurance Policy and/or Volunteers Insurance Policy, if required to maintain, when requested to do so by Stewards or ORI Official.
- To determine the level of cover you require please speak to an insurance specialist.

Open Permit Trainer

Fee: \$1091.00

The holder of an *Open Permit* licence may train any registered thoroughbred horse.

Open Permit applicants will be assessed in relation to their competency to train for the public. Persons must meet one of the following pre-requisites to have an application for this category of licence considered. In the period immediately preceding the submission of an application to ORI have held -

- A stable employees licence for at least three consecutive years; or
 - A Stable Foreperson licence for at least two consecutive years; or
 - An Owner/Trainer licence for at least one year; or
 - A Jockey licence; or
 - A Harness Trainer's licence for a minimum of five (5) years.
- OR, if the applicant does not currently hold a licence as stated above –
- Previously have held (with a PRA), an Open Permit thoroughbred trainer licence (or its equivalent or higher level) for a minimum of three (3) years and have been licensed as such within three (3) years from the date that a (full) application is submitted to the Office of Racing Integrity.

Confirmed licensing of an equivalent level with an interstate racing jurisdiction can be used to evaluate an application.

NB: Trainers must ensure that, at all times, they have the appropriate level of insurance for all persons undertaking activities in their establishment, including both paid and voluntary workers. Trainers may be required to provide evidence of a current Workers Compensation Insurance Policy and/or Volunteers Insurance Policy on the request of Stewards or ORI Official.

Licences are issued at the discretion of the Director of Racing to a person who meets the above pre-requisites and who has:

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- Provided evidence of identity. (If not previously provided to ORI) (*Refer to Page 4*)
- Submitted one (1) written reference from a person currently licensed at Trainer A or Open Permit level.
- Provided three (3) credit references from racingsuppliers.
- Provided financial statements for the preceding six (6) month period.
- Been granted a clearance from the Principal Club or controlling body where previously licensed, if applicable.
- Provided evidence of previously held non-thoroughbred licence (if applicable).
- Submitted a current National Police Record Check if required. (Refer details on Page 4)
- Provided a list of prospective horses and owners.

Made payment of ATA Public Liability Insurance Policy premium or provided a Certificate of Currency of other equivalent policy.

- Acknowledged that they will obtain a Workers Compensation Insurance policy for all paid and voluntary workers if required to do so under State Law
- For new applicants, provided evidence of a current Level 1 First Aid certificate attained by the applicant.
- Satisfactorily completed the Trainer's questionnaire. (If not previously licensed as a trainer).
- Provided GST and EFT Details.
- For new applicants (as defined), acknowledged that they will complete the mandatory training required for a trainer and submit evidence of completion within twelve (12) months of being licensed.
- For a licence renewal, submitted evidence of completion of the mandatory training as approved by Tasracing, if not previously provided.
- Had a successful interview with the Director of Racing. (Only required for new applicants, upgrades, interstate or overseas applicants or other persons determined by the Director).
- Undergone a stable inspection to the satisfaction of Stewards. NB: This will be conducted following a successful interview with the Director of Racing.

If intending to perform any trackwork duties:

- Ticked the appropriate box on the application and lodged a medical examination form completed by a Medical Practitioner noting fitness to ride and any other medical information as required and then every 5 years following to the age of 64 years. Persons aged 65 years and older must submit a medical examination report annually. (No additional fee is applicable). The Director of Racing reserves the right to request a medical report from an applicant at any time if considered necessary.
- Undertaken a trackwork riding ability assessment to the satisfaction of Stewards. (New applicants only)

Workers Compensation Insurance

- Trainers employing staff or contractors must have an appropriate current workers' compensation insurance policy.
- Trainers utilising persons in a voluntary role must have an appropriate insurance policy that covers volunteers.
- Workers compensation insurance policies in most cases do not cover the trainer for injury. It is strongly recommended that Trainers discuss with their insurance brokers obtaining the appropriate level of cover to ensure they are suitably covered in the event of an incident.
- Trainers and/or trackwork riders must negotiate an employment arrangement to ensure an employer/employee relationship is in place.

- Trainers must be able to provide evidence of a current Workers Compensation Insurance Policy and/or Volunteers Insurance Policy, if required to maintain, when requested to do so by Stewards or ORI Official.
- To determine the level of cover you require please speak to an insurance specialist.

Trainer A

Fee: \$1177.00

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

Trainer A applicants must have held

- An Open Permit licence (or the equivalent interstate racing jurisdiction level) for at least two consecutive years in the period of time immediately preceding the application.
- Or, if not currently licensed, previously have held an “A” level thoroughbred trainer licence (or its equivalent) (with a PRA) for a minimum of five (5) years and have been licensed as such within three (3) years from the date that a (full) application is submitted to the Office of Racing Integrity.

Confirmed licensing of an equivalent level with an interstate racing jurisdiction can be used to evaluate an application.

NB: Trainers must ensure that, at all times, they have the appropriate level of insurance for all persons undertaking activities in their establishment, including both paid and voluntary workers. Trainers may be required to provide evidence of a current Workers Compensation Insurance Policy and/or Volunteers Insurance Policy on the request of Stewards or ORI Official.

Licences are issued at the discretion of the Director of Racing to a person who has:

- Attained the age of eighteen (18) years.
- Lodged a completed application form with the prescribed fee.
- Provided evidence of identity. (If not previously provided to ORI) (*Refer to Page 4*)
- Submitted one (1) written reference from a person currently licensed at Trainer A level.
- Provided three (3) credit references from racing suppliers.
- Provided financial statements for the preceding six (6) month period.
- Been granted a clearance from the Principal Club or controlling body where previously licensed, if applicable.
- Submitted a current National Police Record Check if required. (*Refer details on Page 4*)
- Made payment of ATA Public Liability Insurance Policy premium or provided a Certificate of Currency of other equivalent policy.
- Acknowledged that they will obtain a Workers Compensation Insurance policy for all paid and voluntary workers if required to do so under State Law.
- Provided GST and EFT Details.
- Completed the mandatory training required for a trainer and submitted evidence of completion if not previously provided.
- Had a successful interview with the Director of Racing. (Only required for new applicants, upgrades, interstate or overseas applicants or other persons determined by the Director).
- Undergone a stable inspection to the satisfaction of Stewards. NB: This will be conducted following a successful interview with the Director of Racing.

If intending to perform any trackwork duties:

- Ticked the appropriate box on the application and lodged a medical examination form completed by a Medical Practitioner noting fitness to ride and any other medical information as required and then every 5 years following to the age of 64 years. Persons aged 65 years and older must submit a medical examination report annually. (No additional fee is applicable). The Director of Racing reserves the right to request a medical report from an applicant at any time if considered necessary.
- Undertaken a trackwork riding ability assessment to the satisfaction of Stewards. (New applicants only)

Workers Compensation Insurance

- Trainers employing staff or contractors must have an appropriate current workers' compensation insurance policy.
- Trainers utilising persons in a voluntary role must have an appropriate insurance policy that covers volunteers.
- Workers compensation insurance policies in most cases do not cover the trainer for injury. It is strongly recommended that Trainers discuss with their insurance brokers obtaining the appropriate level of cover to ensure they are suitably covered in the event of an incident.
- Trainers and/or trackwork riders must negotiate an employment arrangement to ensure an employer/employee relationship is in place.
- Trainers must be able to provide evidence of a current Workers Compensation Insurance Policy and/or Volunteers Insurance Policy, if required to maintain, when requested to do so by Stewards or ORI Official.
- To determine the level of cover you require please speak to an insurance specialist.

Training Partnerships

1. Permission to train in partnership may be issued at the discretion of the Director of Racing to -
 - (a) Two (2) trainers who have been granted a trainer's licence under LR 15 provided that one of the trainers is licensed as Trainer A.
 - (b) Three (3) trainers who are immediate family members and who have each been granted a trainer's licence under LR 15 provided that one of the trainers is licensed as Trainer A.
 - (c) Trainers who have permission to train in partnership:
 - i) Must not train any horses as individuals or in another training partnership;
 - ii) Share all responsibilities, duties and obligations under the Rules in regard to the training of racehorses.
 - (d) An application for permission to train in a partnership shall:
 - i) Be in such form;
 - ii) Provide such information; and
 - iii) Be accompanied by such fee as is prescribed by the Director.
2. The Director may:
 - (a) Without being required to give any reasons refuse permission to train in partnership; or
 - (b) Grant permission subject to such terms and conditions as the Director thinks fit, including but not limited to restrictions regarding duration and locality or both.
3. The Director may at their discretion, at any time:
 - (a) Revoke permission to train in partnership, including without limitation where any of the applicants cease to meet the requirements to be granted permission in accordance with the Policy, or where any of the training partners have been suspended or disqualified; or
 - (b) Vary or amend any of the terms or conditions of any permission to train in partnership.
4. It is a precondition of the grant of permission to train in partnership that:
 - (a) Applicants do not hold a licence or permit to train in another racing jurisdiction, other than a licence or permit to train in partnership with each other;
 - (b) The Stewards are satisfied as to the bona fides of the training partnership;
 - (c) A minimum of 8 horses shall be trained in the partnership.
5. The Director may at their absolute discretion relieve applicants for permission to train in partnership from the preconditions set out in this policy.
6. Where there has been a breach of the Rules by any of the trainers training in partnership, then all trainers shall be deemed jointly and severally responsible and may be charged and penalised accordingly.

7. Where a penalty has been imposed by another Principal Racing Authority upon any of the trainers in a training partnership, then all trainers shall be deemed jointly and severally responsible for the purposes of adoption or recognition of that penalty in accordance with these Rules.
8. Clauses 6 and 7 do not apply where the relevant breach or penalty imposed:
 - (a) Does not relate in any way to the training of racehorses; or
 - (b) Involves conduct of a kind that may be subject to a penalty under AR 229.Applications must be made on the approved Office of Racing Integrity form.
Applicants may be required to attend an interview with the Director of Racing.

Definition of Immediate Family

- (a) A spouse, de facto partner, child, parent, grandparent, grandchild or sibling; or
- (b) A child, parent, grandparent, grandchild or sibling of a spouse or de facto partner.

Farriers

Farrier/Restricted Plating

Fee: \$63.00

The holder of a Farrier licence may shoe and plate horses for themselves or other owners or trainers.

The holder of a Restricted Plating licence may shoe horses owned and/or trained only by them.

A Farrier or Restricted Plating licence is issued at the discretion of the Director of Racing to a person who has:

- Lodged a completed application form with the prescribed fee.
- Provided evidence of identity. (New applicants only) (*Refer to Page 4*)
- Submitted a current National Police Record Check if required. (Refer details on Page 4)
- **Farrier:**
 - Provided copy of Trade Certificate; or
 - Completed Articles of Apprenticeship; or
 - If unable to provide above certificates, have competency assessed to the satisfaction of a person approved by the Office of Racing Integrity. References attesting to ability from persons who have utilised the applicant's services would also be advantageous.
- **Restricted Plating:** Provided a Letter of Competency from a qualified and licensed Farrier with at least five (5) years' experience.

Contact details

Department of Natural Resources and Environment Tasmania

Office of Racing Integrity

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