



RACING AND WAGERING WESTERN AUSTRALIA

Licensing & Registrations

14 Hasler Road
Osborne Park WA 6017
Telephone (08) 9445 5558

Email: licreginfo@rwwa.com.au

ABN 21 347 055 603

NEW LICENCE/PERMIT APPLICATION – THOROUGHBRED (STABLEHAND)

(2 Year Licence, or part thereof)

Applicants must be 15-years of age or older to be registered as a Stablehand

FEE – \$ 99.00 (PERIOD 01.04.24 To 31.03.26)

FEE – \$ 49.50 (PERIOD 01.04.25 To 31.03.26)

THESE DETAILS MUST BE COMPLETED BY THE APPLICANT

Mr/Mrs/Ms/Miss Surname: _____		Given Names: _____	
Date of Birth (Day) _____ (Month) _____ (Year) _____			
Current Residential Address: _____ (PO Box not accepted)			
Street/Lot No.	Street Name	Location	Post Code
Current Postal Address: _____ (If different to residential)			
Current Phone Numbers	Home	Business	Mobile
Current Email address	@		
Emergency Contact Name	Emergency Contact Number		
List Track/Training Centre/s used	1.	2.	3.
Name of Trainer: _____			
[<input checked="" type="checkbox"/>] Tick here if you are applying for a "Freelance" Stable Hand			

ALL APPLICANTS MUST ANSWER ALL THESE QUESTIONS

1.	Have you previously been licensed or registered in any capacity by any Racing Controlling Body or Club? If YES show details here or attach separate report:	YES/NO
2.	Have you ever been refused a licence or registration or had a licence revoked or cancelled by any Racing Controlling Body or Club? If YES show details here or attach separate report:	YES/NO
3.	Have you ever been suspended, disqualified, warned off, fined or listed as a defaulter by any Thoroughbred, Harness or Greyhound Racing Controlling Body or Club? If YES show details here or attach separate report:	YES/NO
4.	Have you been convicted for any criminal offence punishable by fine or imprisonment or have you ever been or are you Now subject to a bond or recognizance? If YES contact the Stewards to arrange an interview in order to maintain confidentiality (08) 9445 5570	YES/NO
5.	Are you or have you ever been declared as bankrupt? If YES show details here or attach a separate report.	YES/NO
6.	If you are not fully employed as a trainer, stable hand or track work rider, state your other employment, employer name/s and employer address/s.	
(a).		
(b).		
7.	Attached a brief summary of your experience relevant to this application.	
8.	Are you currently holding a temporary or working holiday visa? If YES attach a clear copy of your Visa (including expiry date and visa type) Note: If your visa expires within the above licence period, your licence will expire on the same day as your visa expires. Any changes to your visa, please contact Licensing & Registration on 08 9445 5558.	YES/NO

APPLICANT'S DECLARATION

1. I hereby authorise Racing and Wagering Western Australia (RWWA) to check any details of information given in this statement, including but not limited to, criminal convictions, financial commitments, etc. as the Authority in its absolute discretion deems necessary.
2. I acknowledge, if I am applying for a trainer's licence/permit that
 - (a) I will take out Workers Compensation insurance when I employ workers ("Workers" as defined in the Act) to assist me in my training activities
 - (b) The training of all Horses/Greyhounds in my care will be under my personal supervision
 - (c) I will notify RWWA immediately whenever a Horse/Greyhound leaves my control or comes under my control where it is my intention to prepare the Horse/Greyhound to participate in trials or races and
 - (d) I will permit the Stewards or Officials of RWWA to enter at any time and inspect my property and to exercise their powers under the Rules.
3. If I am applying for a trainer's licence/permit, I acknowledge my application will be rejected if I do not have public liability insurance.
4. If I am charged with an offence, by Police or one that is punishable by fine or imprisonment, I undertake to contact the Stewards immediately upon being charged.
5. If I have been convicted of an offence punishable by fine or imprisonment in the previous 12-months, I undertake to contact the Stewards (08 9445 5333) immediately and attach to this application a copy of my current Police Clearance Certificate and details of the Court ruling in relation to the offence.
6. I shall always conduct and present myself in a professional and proper manner and comply with RWWA Rules of Racing, Official's instructions and the powers afforded to them and that failure to do so can place my current and future involvement in the industry in jeopardy.
7. I acknowledge that in the event of becoming disqualified, I remain bound by and subject to, the Rules of Racing for the period of my disqualification, and that my current licence is forfeited and upon expiration of the disqualification I must re-apply for a Licence. I recognize in these circumstances such application may be refused or made subject to special conditions.
8. I acknowledge having read and understood the Rules of Racing and further undertake to read Official RWWA Publications so as to keep myself informed of any amendments to the said rules. I agree to be always bound by the Rules in force from time to time and any other lawful Rules, Regulations, Conditions and Directions as may from time to time be formed, made, or given by Stewards or Officials of RWWA.
9. I will provide the Licensing & Registrations Department with written advice of any changes to the details I have advised in this application within 48-hours of the change.
10. I hereby declare that all particulars stated on this application are true and correct, that I have read all the conditions appearing in this Application and acknowledge and agree to abide by all such conditions.
11. I acknowledge that the Stewards are empowered to punish any person who makes any false or misleading statement or declaration in respect of any matter in connection with the administration or control of Racing.
12. I agree that RWWA may record telephone conversations with you when you contact RWWA or are contacted by RWWA by telephone line in relation to any licence or racing related matter.

I _____ (FULL NAME) make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths, Affidavits and Statutory Declarations Act 2005

Made and subscribed by the above named and declare on:

(Day) _____ / (Month) _____ / (Year) _____

Signature of Applicant

At (Place)

Before me _____ (Full Name) Signature of Witness _____

*Witness must be on the list of professions from the Oaths, Affidavits and Statutory Declarations Act 2005

(If applicant is less than 18 years of age – Stablehand or Track Work Rider Only)

PARENT OR GUARDIAN'S CONSENT

Parent or Guardian's Name: _____

Surname Given Names

Relationship to Applicant: _____

Address: _____

Number	Street	Suburb	State	Post Code

Contact Telephone Numbers: Home: _____ Mobile: _____

PARENT OR GUARDIAN'S DECLARATION

As the parent or guardian of the above mentioned, I consent to him/her being issued with the licence applied for.

Signature of Parent or Guardian: _____ Date: _____



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ABN 21 347 055 603

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14 Hasler Road
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Email: licreginfo@rwwa.com.au

Form: LRT-023b

THOROUGHBRED LICENCE APPLICATION CHECKLIST

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All Licence Applications

- Complete the application form in full ☒
- Payment of fees must accompany all applications ☐
- Provide a current & original National Police Clearance if 18 or over (with an issue date of no more than six (6) months) ☐
- Provide a recent Passport sized photo which can be taken with your mobile and either emailed or text to 0418 104 309 ☐
- Ensure that application is signed and witnessed ☐
- Complete the GST Declaration (not for Stablehands or Track Work Riders) ☐
- Attach a full copy of either one of the following proofs of ID: Birth Certificate, Certificate Extract of Birth, Current Passport or Current Drivers Licence ☐

Trainers – Permit to Train or Owner/Trainer or Pre Trainer

- If you wish to ride track work on registered tracks a RWWA Confidential Medical Examination Report ☐
- Provision of urine sample* ☐
- RWWA Statement of Assets and Liabilities ☐
- Copy of three (3) months of Bank Statements, with a consistent minimum, each month, of \$7,500 in savings ☐
- Two credit references from suppliers (preferably from within the racing industry i.e.; Feed Merchants, Veterinary Surgeon's etc) ☐
- Three references from industry participants, one of which must be from a licensed Open Class or B Class trainer ☐
- Current lease agreement if stables not owned ☐
- Interview by Stewards including a theoretical test of horse knowledge ☐
- Take out Worker's Compensation Insurance for any employees - refer to www.workcover.wa.gov.au ☐
- Certificate of Currency of your Worker Compensation Insurance Cover attached ☐

Track Work Riders

- RWWA Confidential Medical Examination Report ☐
- Parental/Guardian consent (if applicant is under 18 years of age) ☐
- Provision of urine sample* ☐
- Interview by Stewards ☐

Please forward your completed documentation and fees to Licensing and Registrations.

* Please contact RWWA to arrange a time to be interviewed and to provide a urine sample.

On 1 January 2006 the Parliament of Western Australia proclaimed the ***Oaths, Affidavits and Statutory Declarations Act 2005*** which makes changes to the manner in which oaths, affidavits and statutory declarations are administered and witnessed

Professions that can witness statutory declarations include:

- Academic {post-secondary institution}
- Accountant
- Architect
- Australian Consular Officer
- Australian Diplomatic Officer
- Bailiff
- Bank Manager
- Chartered secretary
- Chemist
- Chiropractor
- Company auditor or liquidator
- Court officer {Judge, magistrate, registrar or clerk}
- Defence Force officer
- Dentist
- Doctor
- Electorate Officer {State – WA only}
- Engineer
- Industrial organisation secretary
- Insurance broker
- Justice of the Peace {any State}
- Lawyer
- Local government CEO or deputy CEO
- Local government councillor
- Loss adjuster
- Marriage Celebrant
- Member of Parliament {State or Commonwealth}
- Minister of religion
- Nurse
- Optometrist
- Patent Attorney
- Physiotherapist
- Podiatrist
- Police officer
- Post Officer manager
- Psychologist
- Public Notary,
- Public Servant {State or Commonwealth}
- Real Estate agent
- Settlement agent
- Sheriff or deputy Sheriff
- Surveyor
- Teacher
- Tribunal officer
- Veterinary surgeon

RWWA LICENSED PERSONS - USE OF SOCIAL MEDIA POLICY

Introduction

This document outlines the expectations of RWWA, and provides guidance, with regards to the use of Social Media by persons who are licensed within the Racing Industry in all three codes of Racing.

Purpose

Social Media, including blogs, chat rooms, forums, facebook, twitter, youtube and other public media are a popular and ever-changing way for persons to interact with each other and share comment and opinions on issues.

RWWA acknowledges that Social Media is an important medium for persons within the Racing industry to engage with others, voice their opinions and be involved in debate on industry issues.

This Policy provides licensed persons with guidance as to the expectations of RWWA where Social Media comment/discussion/content or publication relates to anything in connection with Racing. It is designed to protect the interests of Racing and RWWA and the persons associated with them.

This Policy requires that when using Social Media persons are clear about their responsibilities in regard to the image of Racing, and ensure that any references to Racing are factually correct and accurate and do not breach confidentiality or integrity requirements. Person must show respect for the individuals and groups with which they may interact.

This Policy does not apply to personal use of Social Media by licensed persons where the user makes no reference to Racing or Racing related issues.

Scope

This Policy applies to all persons defined as Licensed within the Policy.

DEFINITIONS- for the purpose of this Policy:

"Licensed Person" means any Thoroughbred, Harness Racing or Greyhound;

AI Technician	Bookmaker's Clerk	Driver's Agent	Owner
Attendant	Breeder	Farrier	Rider's Agent
Apprentice Jockey	Catcher	Handler	Stablehand
Bookmaker	Driver	Jockey	Strapper
Studmaster	Track Rider	Trainer	Veterinary Surgeon

NB: *Person's mentioned above that do not hold a specific license with RWWA, are bound by the Rules of Racing in accordance with section 45(6) of the Racing and Wagering Act 2003 and for the purposes of this policy are therefore defined within the policy as "Licensed Persons".*

"Racing/Racing Industry" means Thoroughbred, Harness or Greyhound Racing wherever in the world it is conducted.

"RWWA" means Racing and Wagering Western Australia.

"Social Media" means, but is not limited to, the personal or business use of:

- Social networking sites e.g. Facebook, MySpace, Bebo, Friendster and LinkedIn;
- Micro blogging sites e.g. Twitter;
- Weblogs, like Wordpress and Blogger, including corporate blogs, personal blogs or blogs hosted by media outlets;
- Online newspapers allowing comments;
- Wikis and online collaboration sites, like Wikipedia;
- Forums and discussion boards and groups, e.g. Whirlpool, Yahoo! groups or Google groups, including racing and sports related forums;
- Online multiplayer gaming;
- Instant messaging (SMS);
- Video and photo sharing websites e.g. Flickr and You Tube;
- Any Mobile app that allows reviews, comments or geo-tagging.

"Social Media platforms/channels" means Social Media platforms or Social Media channels are the sites used for Social media purposes, like Facebook, Twitter, blogs etc.

"Publish/Publications/Posts" means publishing, publications, posts and posting in this document all mean anything written, uploaded or otherwise published on a Social Media platform.

"Engage/Engagement" means actively publishing content of any type (text, photos, videos etc.) on Social Media channels as a reaction to other online publications.

"Content" means any text, image or video that is ready for publication or has been published on a Social Media platform.

Use of Social Media

Licensed Persons must not use Social Media to:

- Make/Publish any comments, which may be deemed to be detrimental to the image of Racing, or which may bring Racing into disrepute;
- Be disrespectful or abusive to any individuals or communities with which they interact/engage with;
- Use the identity of another licensed person or Racing official;
- Contravene any Rules of Racing;
- Disclose any information that is not readily available to the Public or disclose any confidential information (eg matters which are the subject of an ongoing Stewards inquiry or investigation);
- Publish any information in relation to Racing that is not factual or informed;
- Post material, content or comment, that is obscene, offensive, defamatory, disparaging, racist, threatening, harassing, bullying, discriminatory, hateful or abusive to another person or entity including Racing and RWWA, its employees, officials, other participants, contractors, partners and competitors.

Licensed Persons when using Social Media must:

- Adhere to the Terms of Use, and seek to conform to the cultural and behavioral norms, of the Social Media platform being used;
- Identify themselves as a licensed person if they are referring to any matter involving RWWA, its people, its officials, other licensed persons or competitors and/or other racing related individuals or organizations;
- Not publish/post any content, in relation to Racing, that is false, misleading or unsubstantiated;
- Respect copyright, privacy, financial disclosure and other applicable laws;
- Be polite and respectful of other individuals and communities opinions;
- Ensure that anything published is free from harassment regarding racial, ethnic, religious, physical or sexual characteristics or sexual orientation;
- Not make an assumption that their identity as a Licensed Person, within the Racing Industry, may not be revealed.

A breach of this Policy may result in that person, or persons, being called to appear before the RWWA Stewards to face the possibility of disciplinary action. As a result of these proceedings a Charge(s) may be laid under the Rules of Racing with penalties of fines, suspensions, disqualifications or cancellations of licenses being invoked.

Any queries in relation to this Policy should be directed to the RWWA Stewards Department.

(Paragraph in italics added to "Licensed Person" definition 25/2/13)

DISCRIMINATION / SEXUAL HARASSMENT STATEMENT



RACING AND WAGERING WESTERN AUSTRALIA

DISCRIMINATION AND SEXUAL HARASSMENT

RWWA wishes to remind all industry participants of their rights and responsibilities with regard to discrimination and sexual harassment.

Discrimination and sexual harassment are unacceptable and unlawful forms of behaviour.

All people have the right to work in an environment that is free of sexual harassment, victimisation and discrimination.

RWWA, as the regulatory body for racing in Western Australia, provides support services, to promote working environments which are free of sexual harassment and discrimination. These services include the following:

Contact with Industry Representatives
Availability of course material for trainees and apprentice jockeys
Contact with independent bodies, e.g. Human Rights and Equal Opportunities Commission, Anti-Discrimination Commission

A range of options exists to ensure all those involved in the industry have at least one channel of complaint with which they feel comfortable.

RWWA will not tolerate sexual harassment and discrimination in the Western Australian racing industry.

Our Stewards will enforce the Rules of Racing and will refer complaints to appropriate authorities which may include the police where appropriate.

WHAT IS DISCRIMINATION?

Discrimination occurs when someone is treated unfairly or badly compared to others, often because they are seen as different. It is against the law to discriminate against people because of:

- Sex (whether male or female)
- Marital or parental status
- Race
- Age
- Impairment (whether physical, intellectual, psychiatric or mental disability, injury or illness, including whether they are HIV+ or use a guide dog, wheelchair or some other remedial device)
- Religion
- Political belief or activity
- Trade union activity
- Lawful sexual activity (whether they are gay, lesbian, heterosexual or bisexual)
- Pregnancy or breastfeeding

It is also against the law to discriminate against a person because they associate with or are related to someone who has any of these attributes or personal characteristics.

Unlike sexual harassment, which is against the law in all circumstances, discrimination is only against the law if it covers one or more of the grounds listed above and it occurs in any of the following areas:

- | | |
|-----------------------------------|--------------------------------|
| • Employment | • Club membership and affairs |
| • Accommodation | • Application forms |
| • Education | • Advertising |
| • Provision of goods and services | • Superannuation and insurance |
| • Access to places and vehicles | • Sport |

Additionally, the Racial Hatred Act covers public acts which are done because of race, colour, national or ethnic origin of a person and are reasonably likely to offend, insult, humiliate or intimidate that person or group.

WHAT IS SEXUAL HARASSMENT?

Sexual harassment is any unwanted, unwelcome or uninvited behaviour of a sexual nature that makes a person feel humiliated, intimidated or offended.

Sexual harassment can take many different forms and may include physical contact, verbal comments, jokes, propositions, the display of offensive material or other behaviour, which creates a sexually hostile working environment.

Examples of sexual harassment include:

- lewd jokes, comments or innuendo
- sexual comments, advances or propositions
- unzipping or undoing attire
- offensive, obscene language or crude gestures
- persistent questions or insinuations about a person's private life
- display of sexist literature
- nude/pornographic pictures (including screensavers)
- offensive, obscene language or crude gestures
- obscene telephone calls, faxes or emails

Sexual harassment can involve behaviour that would also be an offence under the criminal law. For example, physical assault, indecent exposure, sexual assault, stalking or obscene communication.

Sexual harassment is not behaviour that is based on mutual attraction, friendship and respect. If the interaction is consensual, welcome and reciprocated it is not sexual harassment.

COULD DISCRIMINATION OR SEXUAL HARASSMENT AFFECT YOU? YES

Everybody who is engaged in activities related to the Western Australian Racing Industry must be aware of their responsibilities and rights with regard to discrimination, including sexual harassment.

Everybody includes owners; trainers; jockeys; RWWA's employees; contractors; trainees and all other associated persons who are engaged in activities in all areas of the racing industry in Western Australia.

WHAT ARE YOUR RIGHTS?

- Everyone has the right to work in an environment which is free of harassment
- Sexual harassment is against the law
- Sexual harassment is against the Rules of Racing
- Confidential complaint procedures are available

WHAT DOES THE LAW SAY?

Sexual harassment is prohibited in Australia by the Federal *Sex Discrimination Act* and anti-discrimination laws in all States and Territories. The *Sex Discrimination Act* prohibits sexual harassment and other forms of discrimination in areas such as employment, the provision of services, education and accommodation.

Sexual harassment is a legally recognised form of sex discrimination. Sexual harassment can be a breach of an employer's common law duty to take reasonable care for the health and safety of employees. It can also be a breach of occupational health and safety legislation.

WHAT ARE THE RULES OF RACING?

Stewards are empowered to investigate misconduct or allegations of misconduct and to lay charges and impose penalties under certain Rules of Racing.

WHO IS RESPONSIBLE?

Are individual persons responsible? YES.

- Persons, including employers, employees and contract workers are personally liable for their own acts of sexual harassment
- A person is personally liable for any act of victimization or discrimination
- A person is personally liable for causing, instructing, inducing, aiding or permitting another to discriminate (including discrimination involving sexual harassment)

Are employers responsible? YES.

- An employer is vicariously liable* for any acts of harassment or discrimination committed by employees or agents in connection with their duties unless "all reasonable steps" were taken by the employer to prevent harassment and discrimination occurring
- Lack of awareness that an employee or agent sexually harassed or discriminated against another will not discharge and employer's vicarious liability*

***Vicarious liability** is an employer's legal responsibility for wrongs committed by employees in the course of work.

HOW TO MAKE A COMPLAINT

Seek a complaint channel that you both trust and feel comfortable with. Investigate internal complaint channels. External complaint channels include:

- Human Rights and Equal Opportunities Commission
- State Equal Opportunities Commission
- Sexual Assault Resource Centre

RWWA LICENSING POLICY

The RWWA Integrity Assurance Committee (IAC) did resolve on the 20 August 2007 to adopt the following policy.

RWWA Licensing Policy

In determining whether a person is suitable, appropriate or a “fit and proper person” to hold a license, or remain licensed with RWWA, the RWWA Board or its delegate may take into account any relevant matter relating to the person and including the following:

- (a) That the person has satisfactorily met and continues to meet, the knowledge, ability and experience requirements relevant to that category of licence as determined from time to time by the licensing body.*
- (b) Any conviction of the person of any offence under any Rules of Racing not restricted to these RWWA Rules of Racing; and*
- (c) Any conviction of the person of an offence punishable by imprisonment regardless of whether imprisonment was applied;
 - (i) against another law of the Commonwealth; or*
 - (ii) against a law of a State or Territory; and**
- (d) Whether the person is, or has been, an undischarged bankrupt or is taking advantage of the laws relating to bankruptcy; and*
- (e) Whether any false or misleading information or document has been provided in relation to the person at the time of application or renewal of licence;*
- (f) Whether the person has previously been refused a licence by any licensing authority;*
- (g) Whether or not the person is likely to breach a licence condition;*
- (h) Whether the person has omitted to disclose or has not fully disclosed information that is relevant to an application for licence or renewal;*
- (i) Whether the person has any association with persons or groups that are undesirable to the reputation of the racing industry; and*
- (j) Without limiting any other paragraph, whether the person has failed to pay an amount or such other account for which the person is or was liable for as confirmed by an order of a Court or Magistrate having jurisdiction in such matters.*

Any person found at any time to not be a “fit and proper person” may, in accordance with the relevant Rules of Racing, have any licence or registration held by them at time cancelled or have any application for licence or registration refused.

WHO CAN YOU CONTACT?

The RWWA Racing Integrity Division at
14 Hasler Road
OSBORNE PARK WA 6017
Phone: (08) 9445 5570

Greyhound Racing Stewards
Phone: (08) 9445 5237

Thoroughbred Racing Stewards
Phone: (08) 9445 5570

Harness Racing Stewards
Phone: (08) 9445 5157

HUMAN RIGHTS AND EQUAL OPPORTUNITY COMMISSION
Level 3, 175 Pitt Street, Sydney
SYDNEY NSW 2000
Phone: (02) 9284 9600
Facsimile: (02) 9284 9611
General Enquiries: 1300 369 711
Complaints Hotline: 1300 656 419
Email: complaintsinfo@humanrights.gov.au
Web: <http://www.humanrights.gov.au>

EQUAL OPPORTUNITY COMMISSION
Level 2, Westralia Square
141 St Georges Terrace
PERTH WA 6805
Phone: (08) 9216 3900
Facsimile: (08) 9216 3960
Country Callers (FREECALL): 1800 198 149
Email: eoc@equalopportunity.wa.gov.au
Web: <http://www.eoc.wa.gov.au>

SEXUAL ASSAULT RESOURCE CENTRE (SARC)
Phone: (08) 9340 1820
Facsimile: (08) 9381 5426
Crisis Line (24 hours): (08) 9340 1828
Counselling Line (24 hours): (08) 9340 1899
Country Callers (FREECALL): 1800 199 888

CRISIS CARE
Department of Community Development
Counselling Line (24 hours): (08) 9223 1111
Country Callers (FREECALL): 1800 199 008

LIFELINE WA
57 Murray Street
PERTH WA 6000
Counselling Line (24 hours): 131 114
Web: <http://www.lifelinewa.org.au>



14 Hasler Road
Osborne Park WA 6017
Telephone (08) 9445 5558

Email: licreginfo@rwwa.com.au

HOW TO PAY

Phone



Please call the telephone number on your document

Or

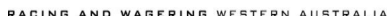
Credit Card

Accepted Credit Cards:



Please complete the details below then detach the slip and return it with your completed application

Detach and Return with your application

**CREDIT CARD AUTHORISATION SLIP**

Credit Card Type please tick ✓ ☐ VISA ☐ MASTERCARD

[illegible]

Name on Card

Amount \$

Card Holders Signature_____

Date _____

I agree to RWWA charging my credit card account for the amount shown above



RACINGASSIST

We're here to help 24/7



Racing and Wagering WA's Racing Assist offers a free, independent and confidential mental health and wellbeing support service to Licenced Racing Participants including Trainers, Drivers, Stable Hands, Stable Forepersons, Track Work Riders, Greyhound Attendants, Farrier, Rider Agents & permanent/ part-time Race Club Employees.

Racing Assist offers 24 hour phone support and up to six free face-to-face counselling sessions with trained professionals.

100% PRIVATE & CONFIDENTIAL

1300 307 912

racingassist.com.au