

INFORMATION ON  
AND  
APPLICATION FOR A RENEWAL  
TO USE  
ACT RACE FIELD INFORMATION



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## Section 1. Instructions on completing the Application Form

- (a) Before completing the Application Form please read the following instructions carefully. Applicants should ensure that all requirements are fully understood, all necessary and relevant information is provided and the applicant has signed the declaration;
- (b) If a question does not apply to you, write "N/A"(not applicable);
- (c) If there is nothing to disclose in reply to a particular question write "NIL";
- (d) If an electronic version of this form is being completed, no question, or the order of questions, is to be altered;
- (e) If there is insufficient space on the printed form in which to answer a question, additional information may be provided on the Attachment Page. An Attachment Page is provided at the end of this form;
- (f) When using an Attachment Page label each answer with the title and number of that question;
- (g) All dates should be completed on the form - Day/Month/Year;
- (h) The Application Form is to be completed in English. Original documents in other languages are to have a certified English translation appended;
- (i) Each page of the Application Form and each Attached Page are to be signed by the authorised representative of the applicant to which it applies.
- (j) Once completed the Application Form is to be submitted to:

**Mail:** Attn: Chief Financial Officer  
Canberra Racing Club  
PO Box 275  
MITCHELL ACT 2911

**Facsimile:** 02 6241 5697

**Email:** [rfl@thoroughbredpark.com.au](mailto:rfl@thoroughbredpark.com.au)  
(emailed forms must be a scanned copy of the original signed application)

## Section 2. Information for the applicant

The *Racing Act 1999* (ACT) as amended by the *Racing (Race Field Information) Regulation 2010* (ACT) provides for the approval and regulation of licensed wagering operators to use ACT Race Field Information.

### a. What is “ACT Race Field Information”?

ACT Race Field Information means information in relation to an authorised race meeting in the ACT that identifies, or is capable of identifying, any of the following:

- (i) the name, number or time of a race;
- (ii) the name or number of a horse or greyhound nominated for, or otherwise taking part in, a race;
- (iii) the name or number of a horse or greyhound scratched or otherwise withdrawn from a race;
- (iv) the name or number of a rider of a horse nominated for, or otherwise taking part in, a race;
- (v) the name or number of a trainer of a horse or greyhound nominated for, or otherwise taking part in, a race;
- (vi) the outcome of a race.

### b. When do I have to apply for approval?

A licensed wagering operator commits an offence if the operator uses ACT Race Field Information, in the ACT or elsewhere, for the conduct of the operator’s wagering business and the operator does not have approval to use ACT Race Field Information from the Canberra Racing Club.

Application should be submitted at least 30 days prior to any intended use of ACT Race Field Information.

### c. How will the application be assessed?

Applications to use ACT Race Field Information are initially made under the *Racing Act 1999* as amended by the *Racing (Race Field Information) Regulation 2010* (ACT). It provides that the relevant controlling body must issue, or refuse to issue, an approval. For the purposes of the application the Canberra Racing Club will act as the authorised agent for the Canberra Harness Racing Club and the Canberra Greyhound Racing Club. As such one application will cover ACT Thoroughbred, Harness and Greyhound races. The Canberra Racing Club must not issue an approval under the *Racing Act 1999* (ACT) as amended by the *Racing (Race Field Information) Regulation 2010* (ACT) unless it is satisfied the applicant is a licensed wagering operator and a suitable person to hold an approval.

In deciding whether an applicant is a suitable person to hold an approval the relevant controlling body must have regard to the following matters:

- (a) the applicant’s character or business reputation;
- (b) the applicant’s current financial position and financial background;
- (c) if the applicant has a business association with another entity—
  - (i) the other entity’s character or business reputation; and
  - (ii) the other entity’s current financial position and financial background.
- (d) if the applicant is a corporation—
  - (i) the character or business reputation of the corporation’s executive officer/s\*; and
  - (ii) the current financial position and financial background of the corporation’s executive officer/s.
- (e) whether a prosecution or disciplinary action is proceeding under racing, gaming or wagering legislation or rules of racing or betting (whether in the Australia Capital Territory or elsewhere) against—
  - (i) the applicant; or
  - (ii) an employee of the applicant; or
  - (iii) an entity with which the applicant has a business association.
- (f) a matter prescribed by regulation.

In deciding whether an applicant is a suitable person to hold an approval the Canberra Racing Club may have regard to any other relevant matter.

**Note:** *\*executive officer* of a corporation, means anyone, by whatever name called and whether or not the person is a director of the corporation, who is concerned with, or takes part in, the corporation’s management.

**d. What fees will I have to pay Canberra Racing Club?**

An approved wagering operator must complete a monthly return form and pay 1.5% of the wagering operator's assessable turnover on all ACT race meetings except for the Black Opal Stakes (Thoroughbred) race meeting which is paid at 2% of assessable turnover. There is no exempt turnover threshold level.

**e. When are the fees due?**

The monthly return must be certified as true and given to the Canberra Racing Club on or before the 14<sup>th</sup> day of the month following the turnover occurring. The monthly return is available at [www.thoroughbredpark.com.au](http://www.thoroughbredpark.com.au)

**f. How long does the renewal last?**

The approval granted by the Canberra Racing Club will apply from 1 July 2014 and will be for a further three years to 30 June 2017. An approval number will be issued which is to be used in all correspondence.

**g. Will the information provided be reviewed?**

The Canberra Racing Club reserve the right to have an audit conducted by an auditor nominated by the Canberra Racing Club to verify the amount of fees payable. Such audits may cover the preceding three financial years transactions.

**h. What other conditions need to be considered?**

If the Canberra Racing Club grants its approval, that approval is subject to:

- (i) the condition the applicant pay a race field information charge;
- (ii) any condition prescribed by regulation; and
- (iii) any other conditions imposed by the Canberra Racing Club.

In addition to conditions relating to fees, the approval will be subject to conditions designed to enable the Canberra Racing Club to administer the arrangements and to discharge its responsibilities and functions regarding the protection of the integrity and reputation of the ACT Racing Industry.

These conditions will include that the wagering operator must:

- (a) maintain a wagering licence under the laws of an Australian State or Territory which authorises it to carry out its wagering activities;
- (b) maintain a proper record and audit trail of all wagers; and
- (c) notify the Canberra Racing Club of significant events, such as changes in control, changes in financial position or prosecutions or disciplinary action being taken against the wagering operator under any legislation or the rules of racing or betting.

**i. Information Privacy**

Information submitted by you on or with this application is personal information and will be stored, used and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth). The Canberra Racing Club collects information on this application form for the purposes of:

- (1) assessing the applicant's eligibility under the *Racing Act 1999* (ACT) as amended by the *Racing (Race Field Information) Regulation 2010* (ACT) to use ACT Race Field Information; and
- (2) administering the Race Field Information scheme.

The Canberra Racing Club may disclose information submitted by the applicant on or with the Application Form (including personal or financial information) to other entities that control, supervise or regulate racing in Australia and may disclose this information to other bodies if authorised or required by law. If you have any questions in relation to privacy or wish to gain access to your personal information held by the Canberra Racing Club please contact: Chief Financial Officer, phone (02) 6204 0000 or email to [rfl@thoroughbredpark.com.au](mailto:rfl@thoroughbredpark.com.au).

## Section 3. Application Form

### A. General Information of entity

APPLICANT INFORMATION																									
<b>1</b>	Name																								
<b>2</b>	ACN <span style="margin-left: 150px;">ABN</span>																								
<b>3</b>	Business Type please circle: Company / Partnership / Sole Trader / Other (please specify):																								
<b>4</b>	Date of Birth (individuals) / Date of Incorporation (companies):																								
<b>5</b>	Place of Incorporation:																								
<b>6A</b>	Registered Office Street: _____ Suburb: _____																								
<b>6B</b>	Postcode: _____ State: _____ Postal Address																								
<b>6C</b>	Street: _____ Suburb: _____ Postcode: _____ State: _____																								
	Contact Details for Application Name: _____ Position: _____ Phone: _____ Email: _____ Mobile: _____																								
WAGERING LICENCE DETAILS																									
<b>7</b>	In which jurisdiction(s) and by what authority(ies) are you licensed? <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 25%;">Jurisdiction</th> <th style="text-align: left; width: 25%;">Authority</th> <th style="text-align: left; width: 25%;">Years Licensed</th> <th style="text-align: left; width: 25%;">Licence No:</th> </tr> </thead> <tbody> <tr> <td>1. _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2. _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>3. _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>4. _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>5. _____</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Jurisdiction	Authority	Years Licensed	Licence No:	1. _____				2. _____				3. _____				4. _____				5. _____			
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1. _____																									
2. _____																									
3. _____																									
4. _____																									
5. _____																									

**B. Details of wagering operations**

<p><b>8</b></p>	<p>Which of the following wagering types are you licensed to offer? please circle:</p> <ul style="list-style-type: none"> <li>➤ Fixed Odds YES / NO</li> <li>➤ Totalisator YES / NO</li> <li>➤ Betting Exchange YES / NO</li> <li>➤ Other – please provide details:</li> </ul>																							
<p><b>9</b></p>	<p>Which of the following wagering services are you licensed to offer? please circle:</p> <ul style="list-style-type: none"> <li>➤ Face to face betting – on course YES / NO</li> <li>➤ Face to face betting – off course YES / NO</li> <li>➤ Telephone betting YES / NO</li> <li>➤ Internet betting YES / NO if YES, please provide details of all websites</li> <li>➤ Other YES / NO if YES, please provide details (e.g. 3G mobile, interactive television)</li> </ul>																							
<p><b>10</b></p>	<p>Which of the following wagering products are you licensed to offer? Please circle:</p> <table border="1" data-bbox="180 1283 1497 1713"> <tr> <td data-bbox="180 1283 443 1350">Win</td> <td data-bbox="443 1283 770 1350">Doubles</td> <td data-bbox="770 1283 1114 1350">Tote Odds</td> <td data-bbox="1114 1283 1497 1350">Jockey/Trainer Challenge</td> </tr> <tr> <td data-bbox="180 1350 443 1417">Each way</td> <td data-bbox="443 1350 770 1417">Quinella</td> <td data-bbox="770 1350 1114 1417">Concession</td> <td data-bbox="1114 1350 1497 1417">Multis Racing Only</td> </tr> <tr> <td data-bbox="180 1417 443 1485">Place</td> <td data-bbox="443 1417 770 1485">Futures</td> <td data-bbox="770 1417 1114 1485">Head to Head</td> <td data-bbox="1114 1417 1497 1485">Multis including Sports and Other</td> </tr> <tr> <td></td> <td data-bbox="443 1485 770 1552">Future Doubles</td> <td data-bbox="770 1485 1114 1552">Favourite Out</td> <td></td> </tr> <tr> <td></td> <td data-bbox="443 1552 770 1713">Ante Post (early betting non feature)</td> <td data-bbox="770 1552 1114 1713">Fields vs Favourite/Any Runner</td> <td></td> </tr> </table>				Win	Doubles	Tote Odds	Jockey/Trainer Challenge	Each way	Quinella	Concession	Multis Racing Only	Place	Futures	Head to Head	Multis including Sports and Other		Future Doubles	Favourite Out			Ante Post (early betting non feature)	Fields vs Favourite/Any Runner	
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<p><b>11</b></p>	<p>Detail the proposed use of ACT Race Field Information. (e.g. time , manner )</p>																							

**C. Details of wagering turnover**

<b>ACT ASSESSABLE TURNOVER</b>					
<b>12</b>	<b>Historical turnover:</b> In respect of the past financial years, please provide details of your total <i>*assessable turnover</i> on all ACT racing events and total turnover on all racing events of all codes.				
	<b>Year</b>	<b>ACT Thoroughbred turnover</b>	<b>ACT Harness turnover</b>	<b>ACT Greyhound turnover</b>	<b>Total turnover on all racing events of all codes</b>
	FY /				
	FY /				
<b>13</b>	<b>Forecast turnover:</b> Provide estimated forecasts of assessable turnover on the 3 codes of racing in the ACT for the current financial year.				
	<b>Year</b>	<b>ACT Thoroughbred turnover</b>	<b>ACT Harness turnover</b>	<b>ACT Greyhound turnover</b>	<b>Total turnover on all racing events of all codes</b>
	Current FY /				
<p><b>Additional information:</b> Is there any additional information which you consider would be relevant to that forecast? For example, wagering trends predicted to affect forecast assessable turnover, and changes or events that may materially affect wagering or your operations? If so, please provide details:</p>					

**Note:**

*\*assessable turnover*, of a licensed wagering operator, for a financial year means –

- (a) the total amount of *\*bets held* on races conducted in the ACT; less
- (b) the amount of any *\*bet back* on any race conducted in the ACT in the year.

*\*bet back* means a bet by a bookmaker on one or more runners in a race if the bet is made to offset, completely or partly, the bookmaker’s liability for bets made with the bookmaker on the race.

*\*bets held on races conducted in the ACT*, by a licensed wagering operator—

- (a) means—
  - (i) all bets and wagers accepted by the operator for any race conducted in the ACT whether or not the actual amount owing has been paid; and
  - (ii) the aggregate of all bets or wagers placed by the operator’s customers on a betting exchange for any race conducted in the ACT; but

*Note* Aggregate bets on a betting exchange, is the backer’s side of wagers made by the licensed wagering operator’s customers through the operation of the betting exchange, whether or not the betting exchange is a party to the wagering contract.

(b) does not include—

- (i) free or complimentary bets taken for a race conducted in the ACT; or
- (ii) multi-leg bets that include at least 1 race conducted outside the ACT.

**D. Details of entity policies and procedures**

<b>DESCRIBE YOUR POLICIES AND PROCEDURES IN RELATION TO THE FOLLOWING</b>	
<b>14</b>	Identity of customers establishing wagering accounts:
<b>15</b>	Identify and reporting suspect wagering transactions:
<b>16</b>	Identify and report customers or applicants for betting accounts that may be disqualified or warned off by a racing authority:



**E. Details of entity structure and employees**

<b>CORPORATE STRUCTURE</b>				
<b>17</b>	Provide full details of all parent, subsidiary and related corporate entities including details as to the nature of the business conducted by such entities.			
	Name	ACN/ABN	Relationship	Type of Business

<b>SHARES AND VOTING RIGHTS</b>	
<b>18</b>	Which entities or persons own or control 5 per cent or more of issued shares or voting rights of the corporate applicant.
	Name

<b>BUSINESS ASSOCIATIONS</b>	
<b>19</b>	<p>Do you have a business association with another entity?            An entity has a business association with an applicant if the entity:</p> <ul style="list-style-type: none"> <li>i. holds or will hold any “relevant financial interest”, or is or will be entitled to exercise any relevant power (whether in his or her own right or on behalf of any other person), in the business of the applicant and by virtue of that interest or power is or will be able to exercise a significant influence over or in respect of the conduct of that business; or</li> <li>ii. holds or will hold any relevant position, whether in his or her own right or on behalf of any other person, in the business of the applicant.</li> </ul> <p>“Relevant financial interest” means:</p> <ul style="list-style-type: none"> <li>i. any share in the capital of the applicant; or</li> <li>ii. any entitlement to receive any income derived from the business of the applicant, whether the entitlement arises at law or in equity or otherwise.</li> </ul> <p>If YES, provide the name, address and full contact details for each entity on an attachment page.</p>

please circle:  
  
YES / NO

**F. Personnel**

<b>PERSONNEL</b>		
<b>20</b>	List the details of each Director, Company Secretary, Chief Executive Officer and <i>*key employees</i> of the applicant. Use an attachment page if insufficient space.	
a.	Name: _____ DOB: _____ Address: _____ Position : _____ Years Held: _____	
b.	Name: _____ DOB: _____ Address: _____ Position : _____ Years Held: _____	
c.	Name: _____ DOB: _____ Address: _____ Position : _____ Years Held: _____	
d.	Name: _____ DOB: _____ Address: _____ Position : _____ Years Held: _____	
e.	Name: _____ DOB: _____ Address: _____ Position : _____ Years Held: _____	
<b>PROSECUTION OR DISCIPLINARY ACTION</b>		
<b>21A</b>	Are any prosecutions or disciplinary action currently proceeding under racing, gaming or wagering legislation or rules of racing or betting in any jurisdiction against the applicant, an employee or an entity that has a business association with the applicant? If YES, provide details on an attachment page.	please circle:  YES / NO
<b>21B</b>	Within the previous 10 years, have there been any prosecutions or disciplinary action under racing, gaming or wagering legislation or rules of racing or betting in any jurisdiction against the applicant, an employee or an entity that has a business association with the applicant? If YES, provide details on an attachment page.	please circle:  YES / NO

**Note:** *\* key employee*, in relation to an applicant for an approval, means a person (whether or not engaged under a contract of service) who is—

- (a) employed in a managerial or supervisory capacity in relation to the conduct of a wagering business by the applicant; or
- (b) authorised to make decisions, involving the exercise of his or her discretion, that regulate the operations of the applicant in relation to the conduct of a wagering business; or
- (c) concerned or engaged, in any way, in the conduct of a wagering business by the applicant.

## G. Financial Information

Corporate applicant - provide a copy of your most recent audited financial statements or annual report.

Individual applicant - provide a current statement of your assets and liabilities.

## Section 4. Declaration by applicant

By signing this declaration you, the applicant, agree to and understands the following terms:

### A. Acknowledgment of conditions

If the Canberra Racing Club grants its approval, that approval is subject to:

- (i) the condition the applicant pay a race field information charge;
- (ii) any condition prescribed by regulation; and
- (iii) any other conditions imposed by the Canberra Racing Club.

In addition to conditions relating to fees, the approval will be subject to conditions designed to enable the Canberra Racing Club to administer the arrangements and to discharge its responsibilities and functions regarding the protection of the integrity and reputation of the ACT Racing Industry.

These conditions will include that the wagering operator must:

- (a) maintain a wagering licence under the laws of an Australian State or Territory which authorises it to carry out its wagering activities;
- (b) maintain a proper record and audit trail of all wagers; and
- (c) notify the Canberra Racing Club of significant events, such as changes in control, changes in financial position or prosecutions or disciplinary action being taken against the wagering operator under any legislation or the rules of racing or betting.

### B. Warranty

You warrant that:

- (a) the information contained in this application is complete, true, correct and not misleading (in either its content or by omission); and
- (b) this application has been appropriately authorised and executed by or on behalf of the applicant.

You acknowledge that in assessing your application, the Canberra Racing Club may seek further information or clarification from you, entities with which you have a business association and other entities that control, supervise or regulate racing in Australia.

This Declaration is dated: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

If the applicant is an **individual**, signed by the applicant in the presence of:

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Name (please print)

If the applicant is a **company**, signed on behalf of the applicant by:

\_\_\_\_\_  
Director/Secretary

\_\_\_\_\_  
Director

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Name (please print)

