

LIC/LON/1111

Dear Licensed Trainer

RENEWAL OF TRAINER'S LICENCE 2012/2013
UNDER RULE (C)6 OF THE RULES OF RACING

An application form is enclosed for the renewal of your Trainer's Licence for the period to 31st January 2013.

Every application has to be considered individually upon its merits. In many cases correspondence is involved and in some cases, a personal interview is necessary. The application must be received at the Authority's office by no later than 31st December 2011.

In completing the enclosed form, you are directed to the attached Guidance Notes which should be read in full. You will be required to sign a declaration to confirm that you have read and understood and that you comply with each of the relevant sections.

In the event that your application is successful, you will be advised of the required fee and this can be deducted from your Weatherbys/BHA bank account or paid by cheque.

Trainers are advised that on 1st November 2011 Rule (C)66A regarding payment of non-racing services was introduced. As such, a trainer entering into an arrangement with a Betting Organisation in connection with the advertising or promotion of goods and/or services, or the provision of views or information for general publication, must notify the Authority as soon as reasonably practicable.

If this applies to you, please contact the Licensing Department to obtain the relevant registration form or download one from www.britishhorseracing.com.

Should you require any further information or advice regarding renewal of your Licence, please do not hesitate to contact one of the Licensing team on 020 7152 0140 or licensing@britishhorseracing.com.

Yours sincerely,



John Smith
Licensing Team Manager

FEES LAID DOWN BY THE BRITISH HORSERACING AUTHORITY

All licensed trainers are required to subscribe to the Racing Calendar. However, you may choose whether or not to receive a paper version of the Racing Calendar and Programme Books and the charging structure for the 2012 Licence Fee is detailed below.

Option	Subscription	Paper version of Racing Calendar	Paper version of Programme Book	Online only access to Racing Calendar & Programme Book	2012 Subscription Price £	2012 Subscription Price and Other Related Fees	Quarterly Instalments £
1	Online and paper subscription to Racing Calendar & Programme Books	Yes	Yes	Yes	512.40	- 2012 Subscription Price - Other Related Fees: - Licence Fee 394.34 - VAT @ 20% 78.87 - Rules of Racing 10.00 - Retraining of Racehorses 20.00 - Donation to Racing Charities 12.00 Sub-Total: 515.21	512.40
2012 Total Price:						1027.61	(1130.37)
2	Combined subscription for Racing Calendar & online Programme Book	Yes	No	Yes	458.40	As above	458.40 514.21
2012 Total Price:						972.61	(1069.87)
3	Online subscription for Racing Calendar and combined subscription for Programme Book	No	Yes	Yes	406.60	As above	406.60 514.21
2012 Total Price:						920.81	(1012.89)
4	Online only subscription to Programme Book and Racing Calendar	No	No	Yes	352.80	As above	352.80 514.21
2012 Total Price:						867.01	(953.71)

For convenience, the relevant fee would be debited from your account on or after Monday 9th January 2012

LIC/LON/1011

**APPLICATIONS FOR A LICENCE TO TRAIN
GUIDANCE NOTES**

1. These Guidance Notes should be read before completing the Application Form to which they relate. They are designed to assist but should any matter be unclear, applicants are encouraged to contact the Authority's Licensing Team for further confidential guidance.
2. Applications are considered on their individual merits but within the framework of these Guidance Notes.
3. Applications should be sent to the Licensing Department, 75 High Holborn, London, WC1V 6LS. First time applicants should allow at least two months in order for the application to be considered and applicants for renewal a period of at least one month.
4. Applicants are required to demonstrate or confirm that:
 - They have the competence and capability to train;
 - They have access to appropriate training facilities;
 - They have security of tenure for the premises from which they wish to train;
 - They have a minimum of 3 horses in training;
 - They comply with relevant Health and Safety responsibilities;
 - They provide full details of their employment status;
 - They comply with all relevant employment responsibilities;
 - They have appropriate Public Liability Insurance and, where appropriate, Employers' Liability Insurance;
 - The necessary financial resources are available to the training business; and
 - They are otherwise in all the circumstances suitable to hold a licence (i.e. that they are 'fit and proper').
5. The detailed guidance contained in the remainder of this document sets out what is required and what each applicant will need to show.

A. COMPETENCE AND CAPABILITY

6. Each applicant will have to satisfy the Authority that he/she is competent to and capable of, training horses with due regard to the welfare of the horses in their care, the interests of Owners and the sport as a whole. In determining a person's competence and capability the Authority will have regard to all relevant matters.
7. First time applicants will normally have to demonstrate at least the following:

- 7.1. a minimum of 5 years experience in training establishments including at least 2 years in a responsible and senior position preferably as an Assistant Trainer in a successful racing yard; or
 - 7.2. a track record as a Permit holder consisting of at least 3 wins with a reasonable spread of horses; or
 - 7.3. running a Point to Point yard for at least 2 years and having achieved a minimum of 10 Point to Point/Hunter Chase wins with a reasonable spread of horses.
 - 7.4. The Level 3 Diploma in Work Based Racecourse Care and Management (WBD) via Pathway C, D, or H (see Modular Training Guidance for details).
 - 7.5. Successful completion of Modules 1, 2 and 3 of the training programme held either at the British Racing School, Newmarket or the Northern Racing College, Doncaster (see Modular Training Guidance for details).
 - 7.6. Enrolment or attendance on a one-day training seminar for potential trainers at Weatherbys' offices in Wellingborough, Northamptonshire.
8. A first time applicant will also have to satisfy him/herself and confirm to the Authority that:
- 8.1. They can recognise the signs of normal health, common diseases and ailments in a racehorse.
 - 8.2. They have a sufficient understanding of:
 - 8.2.1. the basic anatomy of horses, of preventative medicine and veterinary treatment;
 - 8.2.2. the principles of exercise physiology related to racehorses and especially the effects of transport and the immediate pre- and post- race periods;
 - 8.2.3. the principles of feeding racehorses;
 - 8.2.4. racecourse procedures, e.g. declarations, saddling up, etc; and
 - 8.2.5. the regulatory requirements of the Authority and the Rules of Racing, particularly in relation to integrity.
 - 8.3. They possess at least a conversant level in the English Language.
9. In relation to persons who have previously been licensed outside Great Britain, a Certificate of Clearance and licensing record from the relevant Turf Authority (under whose Rules they were last licensed) should also be provided.

B. TRAINING YARD AND FACILITIES

10. If a licence to train is granted, it is on the understanding that it is restricted to training horses at or from the stables to which the application relates; it does not permit the applicant to train at or from any other stables. Application forms for the approval of a Change of Stables or a new Additional Yard are available from the Licensing Department.
11. The yard and training facilities must be of a standard (as to suitability and security) that meets the requirements of an inspection to be carried out before any licence is granted by a Stable Inspecting Officer from the Authority's Integrity Services and Licensing Department and, when considered appropriate, a Veterinary Officer. You are required to notify the Licensing Department of any changes to the training yard or stabling facilities.
12. If the applicant is to train horses for Flat Races he/she will be expected to have:
 - 12.1. gallops of approximately 6 furlongs, including 4 furlongs straight, suitable for training young horses in all weathers (although an all-weather surface is not essential) and be within hacking distance of the stables to which the proposed licence relates; and
 - 12.2. proper facilities on the gallops for schooling horses through starting stalls. The Authority has separate notes on the criteria for properly schooled horses and the design of acceptable practice stalls.
13. If the applicant is to train horses for Steeple Chases and Hurdle races he/she must have:
 - 13.1. gallops of approximately 6 furlongs within hacking distance of the stables;
 - 13.2. at least one plain fence and one open ditch with wings over which 2 horses are able to school alongside one another (15 feet in width). Fences should be well-packed and firm, with painted guard rails. If possible, they should form part of an acceptable gallop;
 - 13.3. at least 2 flights of hurdles with wings over which 2 horses can school alongside (15 feet in width); and
 - 13.4. access to 'nursery facilities', e.g. poles, logs, tyres, etc, for teaching young horses to jump or for re-educating older horses.
14. If the applicant intends to use 'central' gallops and/or schooling facilities e.g. Epsom, Lambourn, Malton, Middleham and Newmarket, or facilities owned by another person he/she must obtain provisional approval from the appropriate persons before submitting the application. If the application is subsequently granted, it will be a condition of the licence that the licensed Trainer obtains written confirmation of the availability of these facilities.

C. SECURITY OF TENURE

15. The applicant or the person(s) who will run the proposed training business must have security of tenure in respect of the yard and training facilities and be entitled to carry on the proposed training business, for a minimum period of 12 months from the date of the

issuance of the licence. In the case of a new application a copy of the draft lease or tenancy agreement will be required.

D. NUMBER OF HORSES IN TRAINING

16. An applicant is required to have a minimum of 3 horses in training throughout the year. In the case of first time applicants, the Authority will wish to see as comprehensive a list as possible of the string of horses that are likely to be assembled in the event of the application being successful, with a summary of the form of each horse and a brief outline of the plans for the horses in the training operation.

E. HEALTH AND SAFETY

17. An employer has certain responsibilities for compliance with Health and Safety legislation. Applicants are provided with 'the Red Book' regarding Health and Safety in the Racing Industry. These are guidelines drawn up in collaboration with the Health and Safety Executive (HSE) to show Trainers how to interpret their legal requirements using simple explanations and practical examples. Applicant trainers are also encouraged to seek advice from the National Trainers' Federation (NTF) or their local HSE representative.

F. EMPLOYMENT STATUS

18. Each application must state the employment status of the applicant (applicants who wish to trade as a Limited Company will, for the purposes of their application, be seen as an 'employee'). A licence is issued on the basis that the applicant is training either as a self-employed individual or as an employee. Should the applicant's employment status change, the licence will terminate unless prior approval is given by the Authority.

19. When applying for a licence as an employee of an individual or a company, the applicant must provide full details of the employer. In the case of a company the following additional information is required:

19.1. Memorandum and Articles of Association;

19.2. names and addresses of Directors and Company Secretary;

19.3. names and addresses of beneficial shareholders and their shareholdings.

20. A copy of the draft Contract of Employment or Service Contract must be seen by the Authority prior to consideration of the application and a signed copy will be required prior to issue. Any subsequent amendments will require the Authority's approval. Each employer must provide certain items of disclosure, details of which is contained within the Application Form.

G. STAFF

21. Applicants are asked to give an undertaking when applying for a licence that the staff of the training business will be employed in accordance with the Racing Industry Minimum

Rates of pay Structure and certain standard conditions of employment, established by the National Joint Council for Stable Staff.

H. PUBLIC LIABILITY INSURANCE

22. All licensed Trainers are required to have Public Liability Insurance providing minimum cover of £2 million. This policy must include cover for any awards of damages given to a member of the public arising out of the death, bodily injury or damage to property suffered by members of the general public at a recognised race meeting. Trainers are likely also to require Employers' Liability Insurance in accordance with the Employers' Liability (Compulsory Insurance) Act 1969.

I. GENERAL SUITABILITY ('FIT AND PROPER')

23. In considering any application, the Authority must also be satisfied, taking into account any fact or matter that it considers appropriate, that the applicant is suitable to hold a licence. Relevant considerations include the applicant's honesty and integrity, business competence and capability and financial soundness.

24. In relation to each section below, the Authority expects full and frank disclosure from the applicant, who is required to disclose matters known to him/her and those which he/she can be expected to discover by making enquiries. Failure to do so will be a relevant factor in the assessment as to an applicant's, competence, honesty and integrity.

25. A person whose conduct, behaviour or character is not in accordance with that which, in the opinion of the Authority, should be expected of a licensed person, may not be considered suitable and therefore may be refused a licence.

26. In some cases a single factor may lead to the conclusion that someone is not suitable, whereas in another case the determination of whether someone is not suitable may depend upon the cumulative assessment of a number of matters.

27. It is not possible to produce a definitive list of all matters that would be relevant to a particular application. This document should be considered a guide as to the sorts of considerations that the Authority will have in mind when making such an assessment.

Honesty and Integrity

28. The criteria to which the Authority will have regard in assessing honesty and integrity include the following:

28.1. Whether the applicant has been convicted of any criminal offence in Great Britain, or a foreign jurisdiction, excluding offences which are spent under the Rehabilitation of Offenders Act 1974 and in the case of foreign offences, such as may be appropriate. Particular consideration will be given to offences of dishonesty, fraud and those relating to sexual conduct, violence, animal welfare and health and safety.

28.2. Whether the applicant is the subject of any proceedings of a criminal nature, has been charged in connection with any alleged criminal offence or is aware of circumstances which may lead to his/her being so charged.

- 28.3. Whether the applicant has been the subject of any adverse finding by a judge in any civil proceedings, or has settled civil proceedings brought against him/her relating to any matter which could reasonably be said to materially affect his/her suitability to hold a licence.
 - 28.4. The applicant's record of compliance with the regulatory requirements of the Authority or its predecessors, of any other Racing Authority or of a regulator of any other sport in which he/she has participated or has been otherwise involved.
 - 28.5. Whether the applicant has been candid, open and truthful in all his/her dealings:
 - 28.5.1. With the Authority in relation to the present or relevant past licence applications; and
 - 28.5.2. With any other Racing Authority or other sports regulator.
 - 28.6. Whether or not the applicant has been dismissed from any previous employment or position of trust or has been asked to resign or resigned on grounds connected with his/her honesty or integrity.
 - 28.7. Whether an applicant has been convicted of, or dismissed or suspended from employment for drug or alcohol abuses or other abusive acts or has other lifestyle or social issues, which are likely either to:
 - 28.7.1. Impair significantly his/her ability to safeguard the welfare of the horses in training or meet the regulatory requirements of the Authority; or
 - 28.7.2. Render the applicant a threat to the health, welfare or safety of others involved in horseracing, or to the integrity of the sport.
 - 28.8. Whether the applicant has engaged in conduct or there are circumstances which may render the applicant susceptible to pressure from persons seeking to corrupt horseracing and whether the applicant is likely to or may engage in such conduct.
 - 28.9. Whether the applicant has observed the Integrity Provisions contained within these Guidance Notes.
29. An applicant's fitness and propriety includes assessment of the fitness and propriety of those with whom he/she is or may be associated or connected with in their personal or business dealings. For example, if the applicant has been a director or shareholder of a company that has committed a criminal offence, that matter will be taken into account and its ultimate relevance to his/her suitability will be assessed in the light of the applicant's responsibility (if any) in relation to that offence. Also, where the applicant is to be an employee of a company or other person(s) running the proposed training business, the honesty and integrity of the employer may be relevant to an assessment of the fitness and propriety of the applicant, as may be the honesty and integrity of those associated with or connected to the employer.
30. The Authority has a policy of not granting a trainer's licence to a person actively engaged as a Bookmaker having made the judgement that such a close financial interest, potentially in conflict with his interest as a trainer, is likely to diminish public confidence in the integrity of racing. Other interests of trainers in betting businesses, e.g.

shareholdings other than in plcs or in different types of betting (spread betting) will be considered on a case by case basis and a judgement made on whether the interest in question could reasonably cause public concern about the integrity of racing. Factors to be taken into account by the Authority will include the size of the shareholding and the degree of involvement with the management of the business. If it came to the Authority's notice that a trainer had an interest and that interest was subsequently judged to compromise the trainer, he would be given reasonable time to divest himself of the interest in a manner acceptable to the Authority.

Business Competence And Capability

31. The applicant must also demonstrate his/her competence and capability to run the proposed training business or where the business is to be carried on in whole or in part by another person, the competence and capability of the person(s) concerned to run the business. The Rules of Racing require that the training business to which the licence relates must be carried on with reasonable care and skill in addition to the various specific requirements of the Rules of Racing regulating the conduct of a training business.
32. Relevant matters include:
 - 32.1. Whether the business will have a competent and prudent management structure; and
 - 32.2. Whether the applicant can demonstrate that the affairs of the business will be conducted with reasonable care, skill and diligence.
 - 32.3. Whether there are or will be in place such measures as may be required:
 - 32.3.1. By the Health and Safety Executive or other competent body pursuant to health and safety legislation; and
 - 32.3.2. In connection with animal welfare.
 - 32.4. Whether there are in place such procedures or measures as will:
 - 32.4.1. Ensure that the employees of the business are from time to time aware and made aware (e.g. by appropriate health and safety induction) of those requirements and standards as they apply to the business; and
 - 32.4.2. Enable the applicant or, where relevant, the person or persons (directors, employees or others) running the business to determine that their employees are acting in the manner required by those standards.
33. Whether there are in place such facilities and procedures as are required by law and/or are reasonable necessary in connection with the provision of a safe system of work and health and safety at the premises where the training business is to be undertaken.

Financial Soundness

34. The Authority will take into account the financial track record of an applicant and (whether or not the business is owned by the applicant) all the relevant circumstances in assessing the likely financial soundness of the proposed training business. First time

applicants will be required to satisfy all relevant factors (listed below) however, applicants applying for a renewal of a licence to train may be required to produce documents only upon request.

35. Relevant factors include:

- 35.1. Whether the applicant has been the subject of any judgement debt or award in Great Britain or elsewhere, which remains unpaid or was not satisfied within a reasonable period.
- 35.2. Whether the applicant has ever, in Great Britain or elsewhere, made arrangements with his creditors, filed for bankruptcy, had a bankruptcy petition served on him, been adjudged bankrupt, or been the subject of any other bankruptcy process (including any restrictions order or undertaking or sequestration of assets).
- 35.3. Whether the applicant has been a director or other officer or shareholder of a company which has gone into insolvent liquidation or has been placed into administration while the applicant was so connected to the company or within 12 months of his/her ceasing to be so connected.
- 35.4. That the training business to which the application relates is solvent and able to pay debts as they fall due.
- 35.5. Whether the training business to which the application relates is likely to be financially sound, taking into account all relevant matters, including the information that the applicant is required to furnish in support of his application, namely:
 - 35.5.1. A financial reference from a satisfactory source indicating that the applicant or the person(s) who own the training business have available working capital or overdraft facilities of not less than £40,000 or such other amount as may be requested on behalf of the Authority having regard to the circumstances of the application; and
 - 35.5.2. Projected profit and loss accounts for the first 12 months of the training business; and
 - 35.5.3. A cash flow projection for the first 12 months of the training business, setting out in reasonable detail the assumptions on which the projection is based.
 - 35.5.4. Accounts and balance sheets for any prior period of trading of the proposed or of any other relevant business as may be requested by the Authority.

Integrity Provisions

36. The following Integrity Provisions set out the standards of behaviour to be observed by all Licensed Trainers as conditions of their Licence. As a Licensed Trainer, you agree to:

- 36.1. Avoid the company of Persons whose conduct, character or reputation indicate that they may pose a threat to the integrity of horseracing.
- 36.2. Make sure you have read and understood the definition of Inside Information in Rule (A)36.
- 36.3. Refrain from regularly passing Inside Information to anyone other than the connections of the horse, even where there is no reward except in cases specifically allowed for in the Rules.
- 36.4. Ensure that relationships with Betting Organisations or any Person representing a Betting Organisation do not confer special privileges or concessions which may invite adverse inferences to be drawn.
- 36.5. Report to the Authority any suspicious or unusual financial transactions (for example, cash payments in excess of a total of £10,000 for a transaction connected with the business of training racehorses).
- 36.6. Ensure that the usage of pass cards and any metal badges within a licensed racecourse complies with the user conditions laid down by the Racecourse Association.

J. SPECIFIED CASES

Absolute Requirements

37. The specified cases detailed below are requirements which an applicant must satisfy in order for an application to be considered by the Authority:

Requirements	Guidance Notes Reference Point
To supply such documentation as detailed in the Guidance Notes & application form (first time applicants only)	
Obtainment of the Level 3 Diploma in Work Based Racehorse Care and Management (WBD) via pathway C, D or H (first time applicants only)	7.4
Completed the mandatory Trainers Modules (unless meeting the requirements for exemption from Module 1 as detailed in the Modular Training Guide and subsequently being granted such exemption by the Authority)(first time applicants only)	7.5
To submit a certificate of clearance where the applicant has previously been licensed outside Great Britain from the relevant Racing Authority	9
Premises from which to train	10
Access to training facilities specified in the Guidance Notes for Licences to Train	11, 12 & 13
Either legal ownership of or Security of Tenure for, the proposed training premises	15
A minimum of 3 horses to train should the application be granted	16
Confirmation that any staff are employed in accordance with Schedule (C)1 of Rules of Racing	21
Public Liability Insurance which meets those requirements detailed in the Guidance Notes	22

38. The mere provision of the documents required above may not be sufficient to ensure that an application is considered by the Authority. Such documents must also be complete and fit for purpose. Similarly, whilst satisfaction by the applicant of the other requirements in paragraph 37 (as a matter of fact) will enable the Authority to consider their application, the applicant should not presume that will result in a Licence being granted. The manner in which such requirements are met will be one of the factors for the Authority to consider in assessing the applicant's suitability in accordance with these Guidance Notes, and in deciding whether or not to grant a Licence.

Procedural Guidelines for applications for Licences, Permits and Registrations

39. For the full procedural guidelines relating to applications to the Authority for Licences, Permits and Registrations and procedural guidelines for hearings of the Licensing Committee, where it is considered appropriate to convene a hearing pursuant to the Rules of Racing please visit <http://rules.britishhorseracing.com//> - General Manual (A) Schedule

APPLICATION FORM FOR RENEWAL OF TRAINER'S LICENCE

UNDER RULE (C)6 OF THE BHA RULES OF RACING

(For the period from 1st February 2012 ending 31st January 2013)



OFFICE USE ONLY

Rec:	Fees:	Prev.:	G:	No:	Key:
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Please read the enclosed Guidance Notes before completing the application form and answer **ALL** questions. Please do not leave any questions unanswered. If a question is not applicable insert "N/A".

PAYMENT OF LICENCE

Please indicate how you wish to pay the Licence Fee:

Debit my account

Debit my account by quarterly instalments
(10% additional cost of total fee)

PUBLICATIONS

Please indicate which publications you wish to receive for the validity of the licence being applied for:

- Paper and online subscription to both Programme Book and Racing Calendar – Fee £1,027.61
- Online subscription for Programme Book and combined subscription for Racing Calendar – Fee £972.61
- Online subscription for Racing Calendar and combined subscription for Programme Book – Fee £920.81
- Online only subscription to Programme Book and Racing Calendar – Fee £867.01

LICENCE TYPE

Combined Licence

Flat only Licence

Jumping only Licence

PERSONAL DETAILS

Name (in full) _____ Mr/Mrs/Miss/Ms: _____

Home Address _____

Postcode _____

Home No / Fax No _____ Mobile No _____

Website _____ E-mail _____

Address to which correspondence should be sent if different from above: _____

Postcode _____

TRAINING ESTABLISHMENT

If there have been **NO** changes since your last application please tick here and continue to "TRAINING FACILITIES"

Name of **PRINCIPAL STABLE YARD** _____

Stables Tel. No _____ Number of boxes available in this yard:

Is the Principal Yard in your sole ownership? Yes No

If the answer is no, please state details of ownership and arrangements under which it is occupied together with details of any Lease or Tenancy Agreement and date of expiry:

Is any other business, other than the training of racehorses, conducted at these premises?

If your residence and the principal yard are separate, please give details of the individual living at the yard:

Name _____ Position held _____

ADDITIONAL YARDS

Details of any Additional Yards used by yourself which for inclusion on your licence:

Name of Additional Yard	No. of Boxes	Distance from Principal Yard	Name of employee living at/in charge of premises
(i) _____	_____	_____	_____
(ii) _____	_____	_____	_____

If any of the Additional Yards are not in your sole ownership, give details of ownership and arrangements under which they are occupied together with details of the period of any Lease, or Tenancy Agreement, and date of expiry if before 31st January 2013:

(i) _____

(ii) _____

Details of any other yards under your control that are used for horses not in training or for young stock:

Name & address by which yard is known _____ No of Boxes _____

TRAINING FACILITIES

Note: If you depend upon gallops, starting stalls or schooling facilities owned by someone other than yourself, written confirmation for their use from the owner **must be produced annually and accompany this application.** If applicable, please state any such authority(s) that are enclosed.

If there have been **NO** changes since your last application please tick here and continue to "HEALTH & SAFETY"

GALLOPS

Do you own the main gallops? Yes No

If no, please state the name of the owner and arrangements under which they are used, (eg. leased, central facilities)

Approximate distance to be travelled from your Principal Yard to the main gallops: _____

If applicable, please state the names of the gallops used: _____

APPLICANTS WISHING TO TRAIN FOR FLAT RACES

Description of the type of stalls to be used and the number of bays: _____

Owner of starting stalls used: _____

Approximate distance from principal yard _____

APPLICANTS WISHING TO TRAIN FOR STEEPLE CHASES AND HURDLE RACES

Number of schooling fences available to you: _____

Number of flights of hurdles available to you: _____

Approximate distance from principal yard _____

Do you own your own fences and hurdles? Yes No

If no, under what arrangements are they used? _____

HEALTH AND SAFETY

I confirm that, as an employer, I will fully comply with all requirements of current Health and Safety Legislation or any other Statutory Requirements Yes No

EMPLOYMENT STATUS

Do you intend to train as: A self-employed person As an employed Trainer

If the answer is "as an employee", please state (in full) by whom you are employed.

EMPLOYMENT OF STAFF

Do you undertake to employ your staff in accordance with the Terms and Conditions of service agreed and established by the National Joint Council for Stable Staff (See Schedule (C)1 of the BHA Rules of Racing) for the duration of the Licence for which you are applying?

Yes No

If the answer to the above question is 'NO', full details of the terms and conditions under which you will employ your staff for the duration of the licence for which you are applying, must accompany this application.

INSURANCE

Please provide details of your Public and Employers Liability Insurance policy (minimum of £2 million). Is this policy:

Public Liability only Employers Liability only Combined Policy

Name of Insurance Company: _____

Policy Number: _____ Date of Expiry: _____

GENERAL

	YES	NO
Are you engaged in any profession, business or occupation other than that of training horses?	<input type="checkbox"/>	<input type="checkbox"/>
Are you actively engaged as a Bookmaker or do you have any financial interest in any betting businesses including spread betting businesses, e.g. as a shareholder or director?	<input type="checkbox"/>	<input type="checkbox"/>
Have you been made the subject of any proceedings of a criminal nature, been charged in connection with any alleged criminal offence or are aware of any circumstances which may lead to your being so charged since your last application?	<input type="checkbox"/>	<input type="checkbox"/>
Have you been convicted of any criminal offences in Great Britain or any other jurisdiction since your last application?	<input type="checkbox"/>	<input type="checkbox"/>
Have you or your employer (if applicable) been the subject of any adverse findings by a judge in any civil proceedings, or have settled civil proceedings brought against you relating to Health & Safety or employment legislation	<input type="checkbox"/>	<input type="checkbox"/>
Have you or your employer (if applicable) been made the subject of any judgement debt or court award in Great Britain or elsewhere, in connection with your business of training racehorses since your last application?	<input type="checkbox"/>	<input type="checkbox"/>

If you have ticked 'yes' to any of the questions above, please provide full details on the "NOTES" section or in a separate letter for consideration by the Authority

DECLARATION

The British Horseracing Authority ("BHA") undertakes to consider this application in accordance with and subject to the Rules of Racing and the criteria and procedures approved from time to time by the BHA (see attached Guidance Notes).

A person who is not a party to this application has no right under the Contracts (Rights to Third Parties) Act 1999 to enforce any term of the agreement resulting from the application.

Any information (including personal data and sensitive personal data) provided by the applicant may be held by the BHA or Weatherbys Group Ltd in their computer records, and such information may be properly disclosed to other agencies registered to receive such information in connection with the management, regulation and integrity of horseracing and otherwise used or disclosed by the BHA in connection with the regulation of horseracing generally.

Applicant's Declaration:

To the best of my knowledge and belief the foregoing particulars as completed in this Application Form are accurate and true. I have read and understood the Guidance Notes which accompany this Form. I confirm that I have disclosed any information known to me which might reasonably be said to be relevant to the consideration of my application and that I meet each criteria relevant to my application. I understand that if the Authority considers that I have knowingly omitted material information, it may reject my application. I further understand that the Authority reserves the right to factor any relevant information into the assessment of my suitability for a licence. During the currency of my licence, I undertake to notify the BHA immediately of any matter or change of circumstance which, on the basis of the Guidance Notes, could reasonably be said to be relevant to my position as a Licensed Trainer including but not limited to, if I am convicted of any criminal offence, if I or my employing company become bankrupt or insolvent, or a proposal for an Individual Voluntary Arrangement (IVA) is made against me.

I agree to be bound in all respects by the Rules of Racing, and the Rules of any recognised Turf Authority when racing horses abroad.

I acknowledge that any inspection of my training establishment by the BHA is only for the purposes of assessing the adequacy of the training establishment and its facilities for the activity of training racehorses and that the issuance of a licence to train does not constitute any acknowledgment or indication by the BHA that it considers I have complied with the requirements of Health and Safety legislation or any other statutory requirements. I acknowledge that compliance with such legislation is a matter wholly within my own responsibility.

I agree that in addition to my statutory PAYE records, I will maintain and keep a wages book or other record in which is set out the gross amount earned and net amount paid (with details of all deductions) of all stable staff. Those records will also provide details of overtime payments made, including details of time worked away from the yard and subsistence payments, where applicable, and holiday records (including statutory holidays) each week for each member of my stable staff during the term of my licence. I agree to produce my wages books or other records referred to above if required.

To the best of my knowledge, the business responsible for the finances of the training operation is trading solvently and meeting its liabilities as and when they fall due. Save as otherwise expressly declared by me to the BHA (if applicable), I am not a party to any current litigation and, as far as I am aware, there is no litigation threatened or pending against me or the relevant business which may have an adverse effect on my ability or the ability of the business to meet my/its commitments. As far as I am aware, there are no issues or circumstances which may adversely affect my ability or the business's ability to trade solvently in the foreseeable future.

I undertake that when my employees are required to attend Apprentice and Conditional Jockeys Licence Courses, Continuation Training Courses or Advanced Courses or a one-day Training Seminar in accordance with Rules (D)5 and (D)10 of the Rules of Racing, they will be paid their normal wages when attending such Courses.

I agree to wear a skull cap or riding hat conforming to the current standard as laid down by the BHA under Schedule (D)2 whenever riding in the course of my work as a trainer.

I acknowledge and accept that it is the policy of the BHA to publish its licensing decisions. This includes giving reasons for the refusal of licences, the imposition of conditions on licences or the withdrawal of licences. I agree that the BHA may publish any information concerning me which it has considered in reaching such decisions.

I consent and authorise the BHA or its agents to make enquiries to, and ascertain from, all appropriate authorities whether there is anything known or shown on records which could be relevant to the decision to grant me a licence or not. Such authorities shall include, but are not limited to, credit reference agencies, Criminal Records Bureau and/or any police authority in other jurisdictions, and any Turf Authority in other jurisdictions. Further, I hereby consent to and authorise such authorities to provide such information about me to the BHA.

The British Horseracing Authority has the opportunity to use its address list as a source of revenue for the benefit of the racing industry by undertaking mailings on behalf of selected companies, individual addresses are not divulged. Please tick here if you **do not** wish to receive such mailings

Signature of Applicant: _____ **Date:** _____

