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**INTRODUCTION TO APPLICATION FOR THE LICENSING OF  
A RACING AND WAGERING WESTERN AUSTRALIA DIRECTOR OR  
A RACING AND WAGERING WESTERN AUSTRALIA (RWWA) KEY EMPLOYEE LICENCE  
RACING AND WAGERING WESTERN AUSTRALIA ACT 2003  
(Sections 14 and 24)**

1. An application may be made at anytime before the applicant commences in the licensed position. However, where an applicant commences employment in a licensed position prior to lodging an application, the application must be made within 7 days.
2. An application must be submitted with —
  - (a) an application fee (please refer to the fee schedule) (cheques should be made out to the Gaming and Wagering Commission of Western Australia); and
  - (b) original or certified copy of:
    - (i) the applicant's full birth certificate (not an extract); or
    - (ii) the applicant's Australian Citizenship Certificate; or
    - (iii) the applicant's parents' Australian Citizenship Certificate showing the applicant listed as a child; or
    - (iv) the applicant's parents' passport showing the applicant as a "landed Immigrant"; or
    - (v) the applicant's current passport; or
    - (vi) the applicant's current passport bearing a visa granting permission to work in Australia, if applicable.
3. Arrangements may be made for you to attend personal interviews, including interviews with officers of the Department of Racing, Gaming and Liquor and/or the Police Force.
4. During the period in which this application is being processed, the applicant shall notify the Gaming and Wagering Commission of Western Australia of any change in circumstances, e.g. change in applicant's address or to correct any information omitted.
5. All information provided by applicants will be treated as confidential and held in secure areas. Confidential data held in information systems will be available only to those persons or law enforcement agencies connected with your investigation.
6. Applications must be lodged with or forwarded to the —
  - Licensing Branch  
Department of **Racing, Gaming & Liquor**  
Level 1, 87 Adelaide Terrace, East Perth, Western Australia, 6004  
**Postal Address:** PO Box 6119, East Perth, Western Australia, 6892  
Tel: (08) 9425 1888 / Facsimile: (08) 9325 1041 / Country Callers: 1800 634 541  
Email: [rgl@rgl.wa.gov.au](mailto:rgl@rgl.wa.gov.au) Web Site: [www.rgl.wa.gov.au](http://www.rgl.wa.gov.au)

**CONFIDENTIAL**

**APPLICATION FOR LICENCE AS A DIRECTOR OR KEY EMPLOYEE OF  
RACING AND WAGERING WESTERN AUSTRALIA**

**IMPORTANT NOTICE**

1. Failure to give a true, correct and complete answer to any question in this application form may result in a refusal of the licence application and may make you liable to conviction of an offence under regulation 23 of the *Racing and Wagering Western Australia Regulations 2003*. A person who makes a declaration that, in any material particular, is to the person's knowledge false, is also liable to be convicted of an offence under section 170 of *The Criminal Code*.
2. This application form must be signed and dated by the applicant at the foot of each page.
3. In relation to every application, the Gaming and Wagering Commission makes enquiries to establish whether the applicant has had any involvement with law enforcement agencies, no matter how long ago. Failure to disclose any such involvement will be taken into account in assessing your character, honesty and integrity.
4. Information provided in this application will be treated CONFIDENTIALLY.
5. Dates should be entered in the following format: Day/Month/Year.
6. If the space provided to give an answer to a question on this form is insufficient, please provide all details on an additional page(s), which is to be signed and dated by the applicant.

**PART 1 – TYPE OF APPLICATION**

I, being a person over the age of 18 years, apply for a licence as —

- (a) a director of RWWA\*; or            )
- (b) a key employee of RWWA\*,    )

\*delete as necessary.

**PART 2 – PERSONAL INFORMATION**

**All questions must be answered.** If a question does not apply to you, write *Not Applicable* or *N/A* in response.

**(a) Legal name(s):**

.....  
(surname/family name) (first name) (middle name(s))

**(b) Other names:** include any maiden name, aliases and other names (legal or otherwise) that you have used or by which you have been known. If your name has changed since birth, please provide documentary evidence of name change, such as a marriage certificate, deed poll or licence.

.....  
.....

**(c) Gender:** Male  Female

**(d) Date of birth:** .....

**(e) Place of birth:** .....  
(City) (State) (Country)

**(f) If you were born overseas, the date of your arrival in Australia:**  
.....

**(g) Residential address:**  
.....  
.....  
(number) (street) (suburb) (postcode)

Home telephone: ( ) .....

Mobile telephone: .....

**(h) Do you hold a current motor vehicle driver's licence?**

Yes  No

If yes, please provide licence number and State or Country of issue and expiry date:

.....  
.....

**(i) Employment details:**

Current occupation: .....

Employer's name: .....

Employer's address: work telephone: ( ) .....

.....

(number) (street) (suburb) (postcode)

*Provide complete details of your:*

- (i) work history, including, if applicable, periods of unemployment;*
- (ii) schools or colleges attended; and*
- (iii) all businesses*

*with which you have been involved in the last 5 years:*

Month and year (from — to)	Name, address of employer/ business	Position held	Name of supervisor and tel. or fax nos.	Reason for leaving

Have you ever been retrenched, dismissed, discharged or requested to resign from any employment?

Yes  No

If yes, provide the employer's name and address and the reasons for your dismissal, resignation, etc.:

.....  
.....  
.....

**(j) Physical description:**

Height: (cms)..... Weight (kgs) .....

Colour of eyes: Blue  Green  Brown  Hazel  Other .....

Colour of hair: Fair  Brown  Auburn  Red  Black  Other  .....

Complexion: Fair  Ruddy  Medium  Dark  Other .....

Do you have any scars, tattoos or other distinguishing markings?

Yes  No

If yes, please provide details:

.....  
.....  
.....

**PART 3 – MARITAL INFORMATION**

**(a) Marital status:**

Single  Married  De facto relationship  Separated  Divorced

If applicable:

Spouse/De facto partner's full name: .....

Spouse/De facto partner's alias(es): .....

Spouse/De facto partner's maiden name: .....

**PART 4 – RESIDENCES**

List ALL addresses at which you have been a resident for a period of 6 months or more over the last 5 years.

Month and year (from — to)	Number, street, city	State	Country

(see note over page)



**PART 6 – RECORD OF CRIMINAL OFFENCES AND CIVIL CLAIMS**

**(a) Have you ever been convicted of any offence whatsoever (whether or not resulting in a fine), either in Western Australia or elsewhere?**

Yes  No

If yes, please provide details of each:

Nature of offence	Age at time of offence	Date and place of conviction	Full name under which convicted	Sentence imposed

**Important**

*In relation to every application, the Gaming and Wagering Commission makes enquiries to establish whether the applicant has had any involvement with law enforcement agencies, no matter how long ago. Failure to disclose any such involvement will be taken into account in assessing your character, honesty and integrity.*

**(b) Do you have any reason to believe that any criminal or civil proceedings against you may be pending?**

Yes  No

**(c) Have you, or has a business with which you are or were associated, ever been the defendant in any civil action?**

Yes  No

**(d) Have you ever had a civil judgment or decision entered against you?**

Yes  No

**(e) Have your salary, wages, earnings or other income been subject to a garnishee order or attachment or anything of that nature?**

Yes  No

**(f) Have you ever had any article repossessed, whether by a finance company or otherwise?**

*If you answered yes to any of the above questions, please provide full details below or in an attached document. You may also wish to attach photocopies of any documents you may have relating to the details you provide.*

.....

.....

.....

**PART 7 – RACING OR GAMBLING EXPERIENCE**

**(a) Have you ever been excluded, for any reason, from a racecourse in Australia or overseas?**

Yes  No

If yes, please provide details: .....

.....

.....

**(b) Have you ever been excluded, for any reason, either in Australia or overseas from a place (other than a racecourse) where racing or gambling has been conducted?**

Yes  No

If yes, please provide details: .....

.....

.....

**(c) Provide brief details of any experience you have had in the racing or gambling industry.**

.....

.....

.....

**(d) Have you ever been employed, either in Australia or overseas, by a racing or gambling regulatory authority?**

Yes  No

If yes, please provide details:

.....

Jurisdiction/Position

Brief description of duties

.....

.....

.....



**(e) Do you currently hold any type of racing or gambling licence, in Australia or overseas?**

Yes  No

If yes, please provide details:

Licence type	Licence Number	Jurisdiction	Valid From:	Valid To:

**(f) Have you ever held any type of racing or gambling licence, in Australia or overseas?**

Yes  No

If yes, please provide details:

Licence type	Licence Number	Jurisdiction	Valid From:	Valid To:

**(g) Have any of the licences specified in (e) and (f) above been —**

- (i) cancelled;
- (ii) suspended; or
- (iii) made subject to any conditions as a result of disciplinary action?

Yes  No

If yes, please provide details: .....  
.....  
.....

**(h) Have you ever withdrawn any application for a racing or gambling licence?**

Yes  No

If yes, please provide details: .....  
.....  
.....

(i) **Have you ever had any application for a racing or gambling licence refused?**

Yes  No

If yes, please provide details: .....

**PART 8 – CHARACTER REFERENCES**

Nominate 3 persons who —

- (a) are not related to you\*;
- (b) do not work as a Racing and Wagering Western Australia employee; and
- (c) have known you for a reasonable period, preferably during the last 5 years.

*\* A de facto partner is considered to be related to you.*

Referees nominated by you may be asked to appraise your character and reputation.

**Please inform your referees that you have nominated them in this application form.**

1. Title: Dr  Mr  Mrs  Ms  (please tick appropriate box)

Name: .....

Address: .....

Telephone: .....

2. Title: Dr  Mr  Mrs  Ms  (please tick appropriate box)

Name: .....

Address: .....

Telephone: .....

3. Title: Dr  Mr  Mrs  Ms  (please tick appropriate box)

Name: .....

Address: .....

Telephone: .....

**PART 9 – DECLARATION AND INDEMNITY**

**Before completing this declaration, you should read again the notice at the beginning of this application form relating to knowingly making a false declaration.**

I, .....  
(Full (printed) name of applicant)

of .....  
(Residential address) (Occupation)

do solemnly and sincerely declare that —

- (a) I am the person identified in Part 1 of this form;
- (b) I have personally completed this form and have supplied all the information provided in it and attached to it (other than the certification of my identity in Part 2(a));
- (c) the information provided in this form or attached to it is true and correct in every detail and fully discloses the material required to complete this form;
- (d) any document attached to or accompanying this form that is not an original document is a true copy of the original document; and
- (e) for me, my heirs, executors, administrators, successors and assigns, I —
  - (i) release and discharge; and
  - (ii) indemnify (including indemnify in respect of the costs of negotiation in relation to, or defending or settling, any action, proceeding, claim or demand),

the Government of Western Australia, the Gaming and Wagering Commission of Western Australia, the Commissioner of Police and any of them, and their respective agents, employees and informants, from and against all or any manner of actions, proceedings, claims, demands, losses, costs and expenses whatsoever, in law or equity and in all jurisdictions, whether arising directly or indirectly out of or by reason of the processing or investigation of, or from matters relating to, this application, including inquiries whether made before or after the issue of the licence applied for or continuing inquiries, and whether or not attributable in whole or in part to any negligence,

and, having read and understood this declaration and indemnity, I execute them voluntarily.

Declared at ..... )  
this ..... )  
day of ..... )  
..... )  
.....20..... )

\_\_\_\_\_  
Signature of Applicant

.....

**PART 10 – AUTHORISATION TO MAKE INQUIRIES**

For the purposes of this application and Regulations 11 and 22 of the *Racing and Wagering Western Australia Regulations 2003*, I authorise the Gaming and Wagering Commission of Western Australia to cause whatever inquiries are considered by the Commission to be necessary to be made, in the State of Western Australia and elsewhere, to verify the information provided by or concerning me, and that such inquiries may be made both before and after the issue of the licence.

For the purposes of this application, I authorise the Commissioner of Police, and any police officer in the State or elsewhere acting at the request of the Commissioner of Police, to inquire into, record and report to the Gaming and Wagering Commission of Western Australia any known or suspected criminal activity, associates, antecedents or circumstances concerning my suitability for employment as a Racing and Wagering Western Australia employee.

.....  
Signature of Applicant Date

.....  
(Full [printed] name of applicant)

## APPENDIX 1 – INELIGIBILITY CRITERIA (DIRECTOR’S LICENCES ONLY)

Section 10 of the *Racing and Wagering Western Australia Act 2003* provides that some persons are not eligible to be a Director of Racing and Wagering Western Australia. Please note that if you answer YES to any of the following questions, you are not eligible for appointment as a director of RWWA.

- (a) Are you member of staff of RWWA (not including the CEO)? Yes  No
- (b) Are you a RWWA agent or a person employed in a RWWA agency? Yes  No
- (c) Are you an employee or officer of a racing club? Yes  No
- (d) Are you an employee or officer of a body declared to be an eligible body under section 12 of the *Racing and Wagering Western Australia Act*? Yes  No
- (e) Are you the holder of a licence under the *Betting Control Act 1954*? Yes  No
- (f) Are you a person who is currently warned off or disqualified under the provisions of the *Racing and Wagering Western Australia Act*? Yes  No
- (g) Are you a person whose name is currently on the Forfeits List under the Australian Rules of Racing or the Unpaid Forfeits List under the Rules of Harness Racing or who is currently declared a defaulter under the Rules of Greyhound Racing? Yes  No
- (h) Are you a person who has been refused a licence under section 14 of the *Racing and Wagering Western Australia Act* or has had a licence revoked under section 109K(3) of the *Gaming and Wagering Commission Act 1987*? Yes  No
- (i) Are you a person who is disqualified from managing corporations under Part 2D.6 of the *Corporations Act 2001* of the Commonwealth? Yes  No

### Director selected by a Selection Panel (Section 8(1)(e) of RWWA Act)

A person is ineligible to be selected by the Selection Panel as a Director if they currently are or have been, at any time during the preceding 2 years, a member of the committee of a racing club or the holder of an office on the governing body of a body declared to be an eligible body (see Attachment 1).

Does this restriction apply to or affect you? Yes  No

### Director nominated by eligible industry organisations (Sections 8(1)(b) – (d) of RWWA Act)

A person who is a member of the committee of a racing club or the holder of an office on the governing body declared to be an eligible body (see Attachment 1) is nominated as a Director, the person cannot take office until he or she has resigned from, or otherwise ceased to hold, office as a member of the committee or office holder of the governing body.

Does this restriction apply to or affect you? Yes  No

### Declaration by Applicant for a Director’s Licence

I declare that —

- (i) I have read the above information persons who are not eligible for appointment as a Director of RWWA; and
- (ii) I am not a person who would not be eligible to be a Director of Racing and Wagering Western Australia.

.....  
Signature of Applicant Date

## LIST OF ELIGIBLE BODIES

### Thoroughbred Racing

In respect of thoroughbred racing, the following bodies have been prescribed as eligible bodies —

- The Western Australian Turf Club;
- the Western Australian Provincial Thoroughbred Racing Association;
- the Country Racing Association;
- the Western Australian Bloodhorse Breeders' Association;
- the Western Australian Racehorse Owners' Association;
- the Western Australian Racing Trainers' Association;
- the Western Australian Jockeys' Association;
- the WA Bookmakers Association (Inc).

### Harness Racing

In respect of harness racing, the following bodies have been prescribed as eligible bodies —

- the Western Australian Trotting Association;
- the Fremantle Trotting Club (Inc.);
- the Western Australian Country Trotting Association;
- the Western Australian Standardbred Breeder's Association Inc.;
- the Western Australian Harness Racing Breeders, Owners, Trainers and Reinspersons' Association (Inc.);
- the Harness Racing Owners' Association of WA Incorporated.

### Greyhound Racing

In respect of greyhound racing, the following bodies have been prescribed as eligible bodies —

- the Western Australian Greyhound Racing Authority;
- the Avon Valley Greyhound Racing Association;
- the Western Australian Greyhound Breeders, Owners and Trainers Association.

**PAYMENT DETAILS**

Entering your credit card details below, you give consent for the appropriate application fee to be deducted from your card

<b>Card Type:</b> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/>	<b>Copy of Receipt</b> ( <i>email only</i> ): YES <input type="checkbox"/> NO <input type="checkbox"/>
<b>Card Number:</b>	<b>Expiry Date:</b>
<b>Cardholder's Name:</b>	<b>Cardholder's Signature:</b>
<b>Email Address:</b>	

Level 1, 87 Adelaide Terrace, East Perth, Western Australia, 6004  
**Postal Address:** PO Box 6119, East Perth, Western Australia, 6892  
**Tel:** (08) 9425 1888 **Facsimile:** (08)9325 1041 **Country Callers:** 1800 634 541  
**Email:** [rql@rql.wa.gov.au](mailto:rql@rql.wa.gov.au) **Web Site:** [www.rql.wa.gov.au](http://www.rql.wa.gov.au)



**FEE SCHEDULE FOR BOOKMAKING AND RACING ACTIVITIES;  
RACING AND WAGERING WA EMPLOYEES**

EXTRACT FROM *BETTING CONTROL REGULATIONS 1978*;  
*RACING AND WAGERING REGULATIONS 2003*  
**EFFECTIVE AS FROM 1 JANUARY 2014**

DESCRIPTION <i>(Please note: Fees are generally not refunded if an application is not approved)</i>	FEE
Application for a <b>designated sporting event</b>	<b>\$46.00</b>
Application for <b>on-course telephone betting</b>	<b>\$67.00</b>
Application for <b>on-course internet betting</b>	<b>\$337.00</b>
Application for approval to use a <b>computer betting ledger system</b>	<b>\$72.00</b>
<i>Application for Offshore Betting</i>	<b>\$633.00</b>
<b>BOOKMAKERS</b>	
<ul style="list-style-type: none"> <li>• <b>Bookmaker</b> <span style="float: right;"><b>\$675.00</b></span></li> <li>• <b>Bookmaker's employee licence/renewal</b> <span style="float: right;"><b>\$30.00</b></span></li> <li>• <b>Bookmaker's manager licence</b> <span style="float: right;"><b>\$162.00</b></span></li> <li>• <b>Renewal of bookmaker's manager licence</b> <span style="float: right;"><b>\$87.00</b></span></li> <li>• <b>Approval to become a member of a partnership that holds a bookmaker's licence</b> <span style="float: right;"><b>\$104.00</b></span></li> <li>• <b>Approval to occupy a position of authority in a body corporate that holds a bookmaker's licence</b> <span style="float: right;"><b>\$104.00</b></span></li> </ul>	
<b>BOOKMAKERS' ANNUAL LICENCE FEE</b>	
<ul style="list-style-type: none"> <li>• On total turnover <b>not exceeding \$250,000</b> <span style="float: right;"><b>\$371.00</b></span></li> <li>• On total turnover <b>greater than \$250,000 but not exceeding \$1,000,000</b> <span style="float: right;"><b>\$755.00</b></span></li> <li>• On total turnover <b>greater than \$1,000,000</b> <span style="float: right;"><b>\$1132.00</b></span></li> </ul>	
Fee for an <b>appeal to the Commission</b> in connection with a betting dispute	<b>\$157.00</b>
Fee on provision of a <b>copy of a transcript of an appeal hearing</b> , for each page	<b>\$4.00</b>
Fee on applying for the issue of a <b>duplicate licence</b>	<b>\$30.00</b>
<b>ON COURSE TOTALISATOR ANNUAL LICENCE FEE</b>	
<ul style="list-style-type: none"> <li>• On total turnover <b>not exceeding \$10,000</b> <span style="float: right;"><b>No fee</b></span></li> <li>• On total turnover <b>greater than \$10,000, but not exceeding \$150,000</b> <span style="float: right;"><b>\$46.00</b></span></li> <li>• On total turnover <b>greater than \$150,000</b> <span style="float: right;"><b>0.030%</b></span></li> </ul>	<b>of the turnover</b>
<b>RACING &amp; WAGERING WESTERN AUSTRALIA EMPLOYEES</b>	
<ul style="list-style-type: none"> <li>• <b>Director &amp; Key Employee</b> <span style="float: right;"><b>\$434.00</b></span></li> <li>• <b>Renewal Director &amp; Key Employee</b> <span style="float: right;"><b>\$120.00</b></span></li> </ul>	