

**Gaming Policy and Enforcement Branch – Racing Division**

Mail/Courier: #220-4370 Dominion Street, Burnaby, BC V5G 4L7  
 Telephone: (604) 660-0245 Option 5 Fax: (604) 660-0267  
 Web: [www.gov.bc.ca/gambling](http://www.gov.bc.ca/gambling)

Hastings Racecourse  
 Telephone: (604) 660-9090  
 Fax: (604) 775-1752

Fraser Downs Raceway  
 Telephone: (604) 576-3727  
 Fax: (604) 576-7910

**BEFORE YOU START**

Use this form to apply for a licence to work in the horse racing industry in British Columbia.

- Applications must include a non-refundable application fee of \$30 (cash, money order, or cheque payable to the “Minister of Finance”).
- Applications must include copies of two pieces of personal identification, including one piece of picture identification.
- Applications must be completed in full; **signature is required in Section 5.**

**SECTION 1 – APPLICANT INFORMATION**
**PLEASE PRINT CLEARLY**

<b>Surname:</b> (current legal surname)		<b>First name:</b> (legal first name)		<b>Middle name(s):</b> (legal middle names)	
<b>Licence type:</b>			<b>Racetrack name:</b>		
<b>Medical number:</b> (if you are a rider / driver)			<b>Advised:</b> (signature of judge / steward) <b>X</b>		
<b>Previous licence type:</b>		<b>Previous racetrack name:</b>		<b>Year of previous licence:</b>	
<b>Address:</b> (current address) Unit and Street		City		Province	Postal Code
<b>Home phone number:</b> (XXX) XXX-XXXX		<b>Work phone number:</b> (XXX) XXX-XXXX		<b>Email or Text (SMS):</b>	
<b>Date of birth:</b> (YYYY-MM-DD)	<b>Gender:</b> <input type="checkbox"/> M <input type="checkbox"/> F	<b>City of birth:</b>		<b>Country of birth:</b>	
<b>Are you a Canadian citizen:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No If NO, you must supply landed immigrant or work permit documents.			<b>Immigration status:</b> (i.e. visitor, working visa, landed immigrant, etc.)		
<b>Social Insurance Number:</b>	<b>Married:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Spouse's full name:</b> (surname, first name, middle names)			
<b>Former surnames, legal name changes, or any nicknames:</b> (attach a separate sheet if more space is required)					
<b>Surname:</b>	<b>First name:</b>	<b>Middle name:</b>	<b>Date:</b> (YYYY-MM-DD)		
<b>Places of residence for the last five years:</b> (city and province/state only – attach a separate sheet if more space is required)					
<b>City:</b>	<b>Province/State:</b>	<b>City:</b>	<b>Province/State:</b>		

**GAMING POLICY AND ENFORCEMENT BRANCH USE ONLY**

<b>Expiry date:</b>	<b>New/renewal:</b>	<b>Occupational season:</b>
<b>Licence #:</b>	<b>Location of issue:</b>	
<b>Receipt #:</b>	<b>Date:</b>	<b>(T)BRED or (S)BRED:</b>
<b>GBC ID #:</b>	<b>Application #:</b>	

**SECTION 2 – DETAILS OF LICENSEE AUTHORIZATIONS**

Authorized agent(s) name(s):
Trainer(s) name(s):
Jockey's agent(s) name(s):

**SECTION 3 – TRAINED OR OWNED HORSES ON FILE WITH THE RACING SECRETARY**

Trained or owned horses: (list horses on file with the Racing Secretary)	
Name of horse:	Name of owner / partnership / stable / company:

**SECTION 4 – DISCLOSURE**

Full disclosure of all incidents and offences is required, including Young Offender information pursuant to Section 119(1)(o) of the *Youth Criminal Justice Act*. Failure to fully disclose all incidents and offences is deemed sufficient grounds to deny your application.

<b>1. Have you in the last 10 years, in any jurisdiction, been:</b>	<b>Arrested</b> <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>
	<b>Stopped or Detained</b> (such as for shoplifting or impaired driving) <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>
	<b>Charged</b> with any criminal offence, whether found guilty or not <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>
	<b>Diverted or received Alternate Justice</b> (such as for theft, shoplifting) <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>
	<b>Convicted</b> of any criminal offence, regardless of the sentence <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>
	<b>Investigated by police, loss prevention or other authority for any criminal offence</b> <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>

**Cases:** (complete this section if you answered YES to any of the above – provide details as indicated below – list all cases without exception including those in which you were not charged or convicted – attach a separate sheet if more space is required)

Date of Arrest / Detention: (YYYY-MM-DD)	Age:	Charge / Claim:	Location: (City, Prov / State)	Disposition:	Arresting Agency:

<b>2. Have you, in any racing jurisdiction, been denied any licence or had any licence revoked?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>3. Have you, in any racing jurisdiction, had any fines or suspensions?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>4. Have you ever had a judgement against you in a civil action?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>5. Have you declared bankruptcy or received assistance from a regulatory body or a court because of an outstanding debt?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered YES to any of questions 2-5 above, provide details below: (attach a separate sheet if more space is required)

**SECTION 5 – CONSENT TO RELEASE PERSONAL INFORMATION AND CERTIFICATION**

**NOTE:** Applicants must provide their signature in the space provided below to indicate they understand and agree to the following.

**Consent to Release Personal Information** (signature required below)

I hereby authorize:

1. The Gaming Policy and Enforcement Branch (GPEB) to investigate my suitability for Registration in the gaming industry pursuant to Part 7 and 8 of the *Gaming Control Act* and Gaming Control Regulation. I understand that GPEB is required to protect the confidentiality and privacy of personal information provided, in accordance with *The Freedom of Information and Protection of Privacy Act* (British Columbia).
2. Any City, Municipal, or Provincial Police department or public body including GPEB, pursuant to Section 33 of the *Freedom of Information and Protection of Privacy Act (British Columbia)*, and the Royal Canadian Mounted Police pursuant to Section 8 (1) of the *Privacy Act of Canada*, to release any and all personal information and records, (including convictions, non convictions and charges regardless of disposition) retained by them in their files, including PIRS, CPIC, PROS, PRIME and LEIP or any other local indices and databases, and necessary for GPEB to perform registration and enforcement responsibilities under the *Gaming Control Act*.
3. Any Organization pursuant to Section 6 (2) (a) of the *Personal Information Protection Act (British Columbia)*, to disclose my personal information to GPEB in order for GPEB to conduct a background investigation in accordance with the *Gaming Control Act*.
4. GPEB and any Police Departments, Public Bodies or Organizations noted in paragraphs 2 and 3 above to utilize this consent to conduct any future background checks and/or release any documents necessary to continue registration or to approve any subsequent applications, including electronic applications, submitted to renew registration.
5. GPEB to release my personal identification information (name, date of birth, address and telephone number) to The Association of Racing Commissioners International (ARCI) for the purpose of recording race findings within the horse racing industry in North America.

**Background Checks and Release of Personal Information**

Background checks will include but are not limited to credit history, criminal record and local indices checks. The Canadian Police Information Centre (CPIC) database records will be queried for the disposition of all charges for which a person has been fingerprinted (Criminal Record) and all outstanding charges currently before the courts. Local indices checks will be conducted through the RCMP PIRS, PROS, PRIME and LEIP and any other City, Municipal, Provincial, Federal, State, County, Sheriffs, FBI or other police databases in Canada or the USA that GPEB deems appropriate. These databases record all complaints the respective police departments investigate and include information related to non convictions and charges regardless of disposition. Therefore full disclosure of all criminal and civil proceedings is required and each case will be decided on its own merit. If necessary, an applicant will be required to provide fingerprints to verify whether or not they have a criminal record.

You must provide GPEB with the written authorization necessary to allow the police or other public bodies to release relevant information including information relating to the Young Offenders Act to GPEB for the purposes of registration and enforcement of the *Gaming Control Act*. The information requested is collected under the authority of the *Gaming Control Act* [SBC 2002].

**Certification** (signature required below)

I certify that all of the information provided by me in this application for a horse racing licence/registration is true to the best of my knowledge and belief.

I understand that any false or inaccurate statements made in this application for horse racing licence / registration, or failure to disclose may be deemed sufficient cause for rejection of my application by the Gaming Policy and Enforcement Branch.

I certify that I have read and understand the conditions of registration included with this application.

<b>Signature of applicant:</b> X	<b>Name:</b> (print your full name)	<b>Effective today:</b> (YYYY-MM-DD)
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**GAMING POLICY AND ENFORCEMENT BRANCH USE ONLY**

Application complete <input type="checkbox"/>	Photo <input type="checkbox"/>	Fee enclosed <input type="checkbox"/>	Equifax <input type="checkbox"/>	CPIC <input type="checkbox"/>	Interpol <input type="checkbox"/>
PIRS/PRIME _____	PROS/LEIP <input type="checkbox"/>	JUSTIN <input type="checkbox"/>	Online Service <input type="checkbox"/>	Other _____	
Approved <input type="checkbox"/>	Rejected <input type="checkbox"/>	Date: _____	Investigator: _____		

**SECTION 6 – CONDITIONS OF REGISTRATION**

Failure to comply with any of the following conditions may be grounds for the Director of Registration to cancel registration. Registration may not be transferred to any person.

1. Compliance required:  
A registrant shall comply with:
  - a) Applicable legislation;
  - b) Lawful policies, orders and directions of the province and its agents;
  - c) Conditions set out in this policy or from time to time established by the Director of Registration;
  - d) Specific conditions, if any, established by the Director of Registration for the registrant; and
  - e) The rules of racing and accept and abide by the rulings and decisions of the stewards / judges, and racing officials.
2. The Horse Racing Identification Licence must be carried at all times when on the grounds of a horse racing event and must be produced immediately when requested by an official of the Gaming Policy and Enforcement Branch.
3. Director of Registration to be notified on certain events:  
A registrant must immediately notify the Director of Registration in writing if:
  - a) The registrant changes his or her name.
  - b) The registrant is under criminal investigation or is charged or has charges pending in relation to a criminal matter.
  - c) A civil suit involving allegations of fraud, theft, deceit, misrepresentation or similar conduct is commenced against the registrant.

<b>How the Director of Registration is Notified</b>	<b>By Mail:</b> Director of Registration P.O. Box 9202 Stn. Prov. Govt Victoria, BC V8W 9J1	<b>By Fax:</b> Victoria (250) 356-0782		
<b>How to Contact the Horse Racing Division</b>	<b>By Mail:</b> Director of Horse Racing #220-4370 Dominion Street Burnaby, BC V5G 4L7	<b>By Phone or Fax:</b> Main Office Tel: (604) 660-0245 Option 5 Fax: (604) 660-0267	Hastings Racecourse Tel: (604) 660-9090 Fax: (604) 775-1752	Fraser Downs Raceway Tel: (604) 576-3727 Fax: (604) 576-7910