

Applicant Name

Dear

New Racecourse Application

Thank you very much for your enquiry to become a Licensed Racecourse under the Greyhound Board of Great Britain (GBGB) Rules of Racing and Conditions of Licence.

Enclosed with this letter is the application pack for you to complete. Please note that completion of the form does not imply acceptance of your application.

I would ask that you return the completed application form within 14 days of the date of this letter, enclosing a non-refundable fee of £500 made payable to the Greyhound Board of Great Britain. This covers the administrative cost of your application and a site visit to your Racecourse by the Director of Regulation and an Authorised Representative of the GBGB.

Once your application is received we will undertake further background checks on the information that you have supplied. We will also arrange for a site visit to take place in order to assess whether your Greyhound Stadium meets the Standards required by the GBGB. Within 21 days you will be informed of the success or otherwise of your application. This will state either;

- 1) That your application is with the Certification Body of the GBGB to consider the application.

Once the Certification Body of the GBGB has made their decision to approve or reject your application this will be communicated to you within five working days of that decision. If the Certification Body of the GBGB decide there are sufficient grounds to reject your application they reserve the right not to disclose their reasons. OR:

- 2) That your Stadium does not meet the required standards expected by the Certification Body of the GBGB. We will detail the area/s where improvements are required to bring your Stadium up to the minimum standard required by GBGB. At this point no further progress will be made with your application until the recommended improvements are carried out and verified. Any further visit will incur a fee of £250.

Part of the application process will entail the Directors or proposed Directors of the Company making their own Subject Access Requests under the Data Protection Act through their Local Police Force to disclose any previous criminal convictions. This is part of the Director of Regulation's function under Rule 4A(i)(b) when considering any application for a Licence. The cost of these checks is £10 and can take up to 40 days to process.

Overall this process may take up to three months to complete. We will endeavour to process your application as speedily as possible but this will depend upon you supplying correct and up-to-date information. An applicant has a right of Appeal against refusal of a Licence to the Disciplinary Committee. A fee of £500 is payable before an appeal can be heard.

Your attention is drawn to the conditions of the Racecourse Licence, cited below. A Licence containing these conditions is issued on an annual basis to all GBGB licensed racecourses. The renewal of a Racecourse Licence is subject to an annual audit and on-going surveillance at the racecourse to ensure continuing compliance with those conditions. Should your application be successful, you agree to be bound by them.

- a the Racecourse Executive adheres to the Rules of Racing and Conditions of Licence as may be made from time to time and communicated by GBGB
- b the GBGB is notified of any material change in the management of the racecourse.

The email link to the GBGB web site and the current Rules of Racing is at www.gbgb.org.uk

If I can be of any further assistance please do not hesitate to contact me on 0207-421-3770.

Yours Sincerely,

Declan Donnelly
Director of Regulation

DRAFT



Effective February 2011
Version 4