

APPLICATION FOR MEMBERSHIP – INDIVIDUAL OR SOLE TRADER

*This application form has been prescribed by the Victorian Bookmakers' Association Limited (**Association**) for the purposes of an application for membership (**Application**).*

Section 1 – How to apply

This form must be completed and submitted by email to: info@vicbookmakers.com.au.

Need assistance?

For more information on how to apply for membership with the Association:

- visit the Association's website at www.vicbookmakers.com.au, including reviewing the Association's 'Membership Eligibility Policy and Terms' (**Eligibility Policy**) available for download;
- telephone the Association on +61 03 9376 1933; and/or
- email the Association at info@vicbookmakers.com.au.

Directions for completing this form:

- Insert your answers using BLOCK letters.
- If a question does not apply, or there are no details to disclose in response to a question, print "N/A" or "Not applicable" in the field provided.
- If there is insufficient space available to insert an answer to a question, please supply the additional information on an attachment or appendix to your completed form.

Important note: the Application fee to accompany this completed form is non-refundable, unless otherwise determined by the Association in writing to the applicant.

Who can apply for membership with the Association?

Any person can apply to the Association for membership of the Association, provided that the person complies with the Eligibility Policy, which can be accessed at the following link: <https://vicbookmakers.com.au/join-the-vba/>

A corporate applicant must complete a different prescribed application form which is also available on the Association's website.

If an Application for membership is approved by the Association in accordance with the Eligibility Policy, the member's name may be published on the Association's website from time to time.

Term of membership

If approved, membership with the Association is generally granted for a 12 month period, subject to renewal and any conditions of approval imposed by the Association as well as any other applicable terms and policies in effect.

Membership can only be terminated or suspended in accordance with the Eligibility Policy and the constitution of the Association (**Constitution**).

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Bonds, guarantees and sureties

In accordance with the Eligibility Policy and the Constitution, every member must deposit with the Association such amount or security as is determined by the Association to be maintained in funds established for the purposes of satisfying claims made against it under section 94A of the *Racing Act 1958 (Vic)* (referred to as the **Wager Guarantee**).

The Association may also require other amounts or securities to be deposited depending on the Association's policies and the Membership Class the applicant is seeking.

The Wager Guarantee is maintained by the Association and includes the following separate funds, each with unique purposes for the benefit of all members:

- Base Guarantee;
- Joint and Several liability;
- Cash guarantee; and
- Futures guarantee.

Subject to its Constitution and the Eligibility Policy, the Association may also accept registered mortgages and bank guarantees from individuals for the purposes of satisfying claims made against it under section 94A of the *Racing Act 1958 (Vic)*.

The 'Base Guarantee Fund' is the only fund which must be contributed to by **all** members regardless of their Membership Class and circumstances.

You will receive a notice from the Association with further details about your required contributions to the Base Guarantee Fund and any other funds comprising the Wager Guarantee. You will also receive a deed of acknowledgement to review and complete in respect of your required contributions.

The Wager Guarantee can be provided through various methods (usually by way of cash or cash equivalents) and is calculated in accordance with the Association's policies, as amended from time to time. Please contact the Association before submitting this Application form if you are unsure about what amounts or security you are required to contribute to the Wager Guarantee funds.

Requirements for notification of any changes to information provided

Between lodging an Application for membership and a determination being made by the Association, you must notify the Association in writing about any changes to the information which you have provided, including any documents or materials lodged with this form or in support of the Application. Failure to comply with this requirement may result in the Application being refused or any membership granted being subsequently cancelled or suspended.

Further, if membership is granted, you will be given a set of directions which require ongoing disclosure of specified changes of a member's circumstances. You must give written notice to the Association within 14 days of such a specified change taking place. Failure to comply with this requirement may result in membership being cancelled or suspended.



Victorian Bookmakers
Association Limited
ACN 004 236 677

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Flemington
Victoria 3031

Email: info@vicbookmakers.com.au
Phone: (03) 9376 1933
www.vicbookmakers.com.au

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Privacy Policy

Please see the following link to access a copy of the Association's privacy policy:

<https://vicbookmakers.com.au/privacy-policy/>

Steps of Application:

Note: capitalised terms in this document have the same meaning as defined in the Eligibility Policy, unless otherwise stated.

In accordance with the Eligibility Policy, the Association may require (amongst other things) that an Applicant provides such evidence as the Association sees fit to demonstrate that the Applicant meets the Eligibility Criteria. The Association may also require an Applicant to enter into terms and conditions in respect of any amount of security that must be deposited with the Association in accordance with the Eligibility Policy.

To complete the Application process, please ensure that you have taken the following steps:

- Step 1. Eligibility Criteria:**
Review the Eligibility Policy available on the Association's website and ensure that you meet the Eligibility Criteria, including any specific criteria applying to the Membership Class which you are applying for.

It is recommended you review the **Membership Class Joining Criteria Checklist annexed** to this Application form which provides a useful summary of the eligibility requirements for each Membership Class.
- Step 2. Identification documents:**
You must provide certified copies of the following identification documents:
 - A utility or bank statement (no more than 3 months old); and
 - At least one of the following:
 - Passport; or
 - Drivers Licence.
- Step 3. Police clearance:**
You must provide a police clearance in support of your Application.
If you live in Australia or have lived in Australia for at least 12 months during the last 10 years, you are required to provide a National Police Certificate issued by Victoria Police or the Australian Federal Police in support of your Application.

Victoria Police charges a fee to apply for a National Police Certificate. For the current fee that applies to your Application, visit police.vic.gov.au and search for 'National Police Certificate'.

If you have lived outside of Australia for 12 months (or more) in the last 10 years, the Association may require you to obtain an international police clearance.

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- Step 4. Credit Report:**
You must provide a credit report in support of your Application.
If you live in Australia or have lived in Australia for at least 12 months during the last 10 years, you are required to provide an Australian individual credit report that is no more than three (3) months old in support of your Application.
You may obtain a copy of your Credit Report (for example, from either illion or Equifax). Under relevant laws, you have the right to obtain a copy of your credit report from credit agencies.
- If you have lived outside of Australia for 12 months (or more) in the last 10 years, the Association may require you to obtain an international credit report.
- Step 5. Resume:**
You must provide a Resume of no more than 4 pages in support of your Application.
- The Resume must include a summary of your relevant experience in respect of the Membership Class you are applying for.
- Step 6. References:**
Unless otherwise agreed with the Association, provide three (3) signed reference letters from separate referees attesting to your good character.
- Note: the referees must not be related to the Applicant in any way.
- Step 7. Review and complete each section of this Application form :**
Complete this Application form, including the following acknowledgements, declarations and forms:
- Section 2 – Particulars;
 - Section 3 - Statutory Declaration;
 - Section 4 - Statement of Financial Position & Declaration; and
 - Section 5- Undertakings and other acknowledgements.
- Step 8. Submit Application:**
Lodge your Application and supporting materials by e-mail or electronic link (for example, Microsoft SharePoint or the like) with the Association.
- Step 9. Application Fee:**
You must pay the Application Fee in accordance with Table 1 in Section 2 of this Application form.

Payment is to be made by Electronic Transfer only to the following bank account:

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Account Name: Victorian Bookmakers' Association Limited
BSB: 013 365
Account number: 318 906 478
Bank: ANZ

Please insert your (abbreviated) name and the words "Application fee" in the reference when making payment.

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Section 2: Particulars

2.1. Date:

Date of Application (dd / mm / yyyy):	____ / ____ / ____
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2.2. Table 1 - Membership Class and Application Fee:

Please select which Membership Class you are applying for:

Class Name	Class Summary	Application Fee (excl. GST)	Selection
Class I	Members who are registered to carry on the business of a bookmaker over the internet.	\$5,000	<input type="checkbox"/>
Class R	Members who are registered to carry on the business of a bookmaker on the "Rails" at two or more metropolitan racing venues.	\$1,500	<input type="checkbox"/>
Class O	Members who are registered to carry on the business of a bookmaker in the "Paddock" at any metropolitan racecourse.	\$1,500	<input type="checkbox"/>
Class C	Members who are registered to carry on the business of a bookmaker at any other "Country" (non-metropolitan) venue.	\$1,500	<input type="checkbox"/>
Class F	Members who are registered to carry on the business of a bookmaker only as part of a bookmaking partnership with a relative who is an Existing Member.	\$750	<input type="checkbox"/>

For more information in relation to the Membership Classes available with the Association, please see the Eligibility Policy found on the Association's website (www.vicbookmakers.com.au) or contact the Association's office.

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Individual / Sole Trader	
Full Name:	
Date of Birth:	
Are you currently known or have you previously been known by another name(s), including any alias(es), Anglicised name(s), maiden name, married name(s) and name(s) changed via deed poll? If YES , list the other name(s):	
Current Residential Address:	
Period of residence at this Residential Address: Note: If you have resided at the above address for less than ten years, provide details, including dates (month/year), at each previous address on an attachment page.	
Postal Address: Note: if same as the above Residential Address, please insert "same as above".	
Email Address:	
Phone / Fax / Mob. :	
If applicable:	
Tax File Number (TFN):	
Australian Business Number (ABN):	

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Employment Information:	
Occupation(s):	
Employer(s) or Self-Employed:	

Business Interests:	
<p>Have you operated or do you intend to operate under any business name(s)?</p> <p>If YES, provide details of the name and ABN:</p>	
<p>Have you personally, or any entity that you have been an officer of, ever been the defendant/respondent to any legal action in the past 10 years (including any civil or criminal action)?</p> <p>If YES, provide details (and attach a copy of the court outcome):</p>	
<p>Have you ever been subject to any litigation, regulatory action, disciplinary or criminal proceedings that has brought, or may bring, the Association or the profession of bookmaking into disrepute?</p> <p>If YES, provide details and attach all relevant information to the matter:</p>	
<p>List any business interests, business associations, directorships or partnerships (either within or outside Australia):</p>	
<p>Have you ever applied, either personally or via a business association (i.e. as a director or company secretary of a company), for any racing or gambling industry licence, concession,</p>	

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<p>approval, authorisation or registration in any jurisdiction?</p> <p>If YES, provide details including the type of licence or approval, the name of the regulator and your licence particulars:</p>	
<p>Have you personally, or any entity that you have been an officer of, ever been investigated by a regulatory body or law enforcement agency (e.g. ASIC, RIA, APRA, ACCC)?</p> <p>If YES, provide details:</p>	
<p>Have you personally, or any entity that you have been an officer of, ever been the subject of disciplinary action, or had an application for any licence or permit refused?</p> <p>Have you personally ever been disqualified from involvement in the management of an entity?</p> <p>If YES to either, provide details:</p>	

<p>Financial Particulars:</p>	
<p>Other than disclosed in your Credit Report, have you personally ever been subject to bankruptcy or any insolvency arrangements?</p> <p>If YES, provide details of the circumstances leading to each of the Bankruptcy/ Arrangement proceedings on an attachment page.</p>	
<p>Have you ever been an officer of an entity that has been wound up, placed into liquidation, had a receiver, controller, administrator or agent for a mortgage appointed, entered into a scheme of arrangement, or been involved in other similar proceedings?</p> <p>If YES, provide details of the circumstances leading to each of the proceedings on an attachment page.</p>	

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Other than disclosed on your Credit Report, are you the personal guarantor for someone else's debt or loan?

If **YES**, provide details:

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Section 3: Statutory Declaration

I, _____ of _____ make the following statutory declaration under the ***Oaths and Affirmations Act 2018***:

1. I have read and understood the questions in this Application form and the directions for answering them and my answers to the questions are true and correct to the best of my knowledge and belief.
2. I declare that all materials I have submitted in support of my Application are true and correct to the best of my knowledge and belief and I have disclosed all materials which I believe are relevant to my Application.
3. I have read and understood, and agree to bound by, the Association's Eligibility Policy (as that term is defined).

I declare that the contents of this statutory declaration are true and correct and I make it knowing that making a statutory declaration that I know to be untrue is an offence.

Signed:

Declared at _____ in the state of Victoria on _____.
[Location] [Date]

Before:

[Print witness name]

I am an authorised statutory declaration witness and I sign this document in the presence of the person making the declaration.

Signed:

[Witness signature]

A person authorised under section 30(2) of the **Oaths and Affirmations Act 2018** to witness the signing of a statutory declaration.

Notes:

- Authorised witnesses include, but are not limited to, justices of the peace, pharmacists, police officers, lawyers, court registrars, bank managers, medical practitioners, accountants and financial advisers.
- For a complete list of people who can witness a statutory declaration, go to the Department of Justice and Community Safety website at www.justice.vic.gov.au. Section

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Section 4 – Statement of Financial Position Declaration

Please see the following link to the statement of financial position that must be completed by an Applicant and submitted with this form:

Link: <https://vicbookmakers.com.au/join-the-vba/>

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Section 5 – Undertakings and other acknowledgements

Note: applicants must provide a document with their completed Application forms setting out the ownership structure of the intended business including any associated entities or companies.

I acknowledge and undertake as follows:

1. That the ownership structure and related information provided in support of my Application are accurate, correct and I hold no other interest in a company, structure, entity, co-ownership, partnership, joint venture or otherwise other than those tabulated and provided to the Association;
2. I warrant that sufficient funds and/or resources are available to maintain and manage the business the subject of this Application and that there is no insolvency event or similar proceeding on foot now or likely to be in the foreseeable future that may have a material affect on my capacity to be a bookmaker;
3. I am compliant with (and will continue to be compliant with) any and all taxation laws, rulings, investigations or similar and provide full cooperation with the Australian Tax Office (ATO) and any other relevant regulatory bodies in association with the taxation responsibilities, debts or otherwise that may result as a consequence or in association with my business as a bookmaker;
4. I will abide by all industry codes, statutes (State and Federal) and rules of advertising and not intentionally bring the industry of bookmaking into disrepute;
5. For the purposes of the Association's assessment of my Application, I consent to investigations being carried out by the Association (or its authorised agents) to verify the information provided by me and to determine my suitability to hold the membership applied for. I agree that such enquiries may be made before and after the issue of my membership;
6. I agree, if approved, to become a member of the Association and to be bound by the Constitution of the Association during my membership, and in consideration of being admitted to membership, undertake and agree not to give any guarantee to any Victorian racing club or association or to any persons, clubs or associations whether incorporated or unincorporated for the payment of any wagers or bets made by any bookmaker on any racecourse without the sanction of the Board of the Association;
7. I acknowledge that I am required to lodge with the Association on an annual basis a certified financial statement in a form required by the Association (which may be provided or made available by a third party, such as a Victorian race controlling body);
8. I will notify the Association within seven (7) days of any criminal charge brought against me in a court of law and provide the Association with a copy of any conviction or determination within seven (7) days of such an order being made. Further, I agree to notify the VBA within seven (7) days of any material

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change to any information I have provided as part of the Application process (including any material changes to any financial information or business plans) which occurs during or after my Application is submitted.

9. Where I have provided information about another individual during the Application process, I have made them aware of that fact and the contents of the Privacy Statement; and
10. I understand and agree that this Application form is not an offer or acceptance of credit.

Signed:

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Annexure: Membership Class Joining Criteria Checklist

Class I – Internet:

If you are unsure about the below, please consult the VBA's Membership Eligibility Policy found at www.vicbookmakers.com.au

1. Minimum age of 25+:	Yes/No <i>(The Board has the power to accept your Application if you do not meet the age requirements but fulfil remaining criteria)</i>
2. Between 3- and 5-years corporate experience:	Yes/No
3. Minimum qualifying assets of \$1,000,000, of which at least \$250,000 must be cash at bank and/or cash equivalents.	Yes/No
4. Application fee of \$5,000 (+ GST) Important Note: the Application Fee is non-refundable after submission of this Application.	<i>Due on lodgement of Application.</i> Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition)</i>
5. Guarantees for wagering and other liabilities including contribution to Base Guarantee fund	<i>Check with the Association as to what amounts or security you must provide in respect of guarantees given on your behalf during your membership.</i>
6. Policy Documents <i>(Applicant/s to provide Policy Documents 21 days before beginning Initial Period, including: Terms and Conditions, Website Terms, Responsible Gambling Policy, Privacy Policy, Published Betting Rules, and other associated operational documents. The Association may request changes before allowing you to start the Initial Period)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>
7. Membership Period Restrictions <i>(Permitted only to operate as an online/telephone bookmaker for the Initial Period)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>

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8. Related Member Discount <i>(A 50% discount applies to an Application Fee where the member under Application is Related to a Member)</i>	Yes/No <i>(Evidence may be required to satisfy this provision)</i>
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Class R – Rails:

If you are unsure about the below, please consult the VBA's Membership Eligibility Policy found at www.vicbookmakers.com.au

1. Minimum age of 25+:	Yes/No <i>(The Board has the power to accept your Application if you do not meet the age requirements but fulfil remaining criteria)</i>
2. Work experience of at least 100 race meetings	Yes/No
3. Minimum qualifying assets of \$750,000, of which at least \$150,000 must be cash at bank and/or cash equivalents.	Yes/No
4. Application fee of \$1,500 (+ GST) Important Note: <i>the Application fee is non-refundable after submission of this Application.</i>	<i>Due on lodgement of Application.</i> Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition)</i>
5. Membership Period Restrictions <i>(Permitted only to operate as an on course and telephone bookmaker)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>
6. Related Member Discount <i>(A 50% discount applies to a joining fee where the member under Application is Related to a Member)</i>	Yes/No <i>(Evidence may be required to satisfy this provision)</i>
7. Policy Documents <i>(Applicant/s to provide Policy Documents 21 days before beginning Initial Period, including: Terms and Conditions, Website Terms, Responsible Gambling Policy, Privacy Policy, Published Betting Rules, and other associated operational documents. The VBA may request changes before allowing you to start the Initial Period)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>

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Class O – Other:

If you are unsure about the below, please consult the VBA's Membership Eligibility Policy found at www.vicbookmakers.com.au

1. Minimum age of 21+:	Yes/No <i>(The Board has the power to accept your Application if you do not meet the age requirements but fulfil remaining criteria)</i>
2. Work experience of at least 100 race meetings	Yes/No
3. Minimum qualifying assets of \$500,000, of which at least \$100,000 must be cash at bank and/or cash equivalents.	Yes/No
4. Application fee of \$1,500 (+ GST) Important Note: <i>the Application fee is non-refundable after submission of this Application.</i>	<i>Due on lodgement of Application</i> Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition)</i>
5. Membership Period Restrictions <i>(Permitted only to operate as an on course and telephone bookmaker)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>
6. Related Member Discount <i>(A 50% discount applies to an Application fee where the member under Application is Related to a Member)</i>	Yes/No <i>(Evidence may be required to satisfy this provision)</i>
7. Policy Documents <i>(Applicant/s to provide Policy Documents 21 days before beginning Initial Period, including: Terms and Conditions, Website Terms, Responsible Gambling Policy, Privacy Policy, Published Betting Rules, and other associated operational documents. The VBA may request changes before allowing you to start the Initial Period)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>

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Class C – Country:

If you are unsure about the below, please consult the VBA's Membership Eligibility Policy found at www.vicbookmakers.com.au

1. Minimum age of 21+:	Yes/No <i>(The Board has the power to accept your Application if you do not meet the age requirements but fulfil remaining criteria)</i>
2. Work experience of at least 100 race meetings	Yes/No
3. Minimum qualifying assets of \$250,000, of which at least \$50,000 must be cash at bank and/or cash equivalents.	Yes/No
4. Application fee of \$1,500 (+ GST) Important Note: the Application fee is non-refundable after submission of this Application.	Due on lodgement of Application. Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition)</i>
5. Membership Period Restrictions <i>(Permitted only to operate as an on course and telephone bookmaker)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>
6. Related Member Discount <i>(A 50% discount applies to an Application fee where the member under Application is Related to a Member)</i>	Yes/No <i>(Evidence may be required to satisfy this provision)</i>
7. Policy Documents <i>(Applicant/s to provide Policy Documents 21 days before beginning Initial Period, including: Terms and Conditions, Website Terms, Responsible Gambling Policy, Privacy Policy, Published Betting Rules, and other associated operational documents. The VBA may request changes before allowing you to start the Initial Period)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>

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Class F – Family:

If you are unsure about the below, please consult the VBA's Membership Eligibility Policy found at www.vicbookmakers.com.au

1. Minimum age of 18+:	Yes/No <i>(The Board has the power to accept your Application if you do not meet the age requirements but fulfil remaining criteria)</i>
2. Work experience of at least 50 race meetings	Yes/No
3. Minimum qualifying assets: (Assets are based on the associated family member)	N/A
4. Application fee of \$750 (+ GST) Important Note: <i>the Application fee is non-refundable after submission of this Application.</i>	<i>Due on lodgement of Application.</i> Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition)</i>
5. Membership Period Restrictions <i>(Permitted only to operate as an on course and telephone bookmaker for the Initial Period)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>
6. Related Member Discount <i>(A 50% discount applies to a joining fee where the member under Application is Related to a Member)</i>	Yes/No <i>(Evidence may be required to satisfy this provision)</i>
7. Familial Relationship and form of entity entered into with the family member. <i>(Detail the family member and type of partnership, company or entity entered into to satisfy "F" Class membership)</i>	Type of relationship: _____ Name of family member: _____ Type of entity entered into: _____ <i>(Evidence of association with</i>

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	<i>corporation/entity may be required)</i>
8. Policy Documents <i>(Applicant/s to provide Policy Documents 21 days before beginning Initial Period, including: Terms and Conditions, Website Terms, Responsible Gambling Policy, Privacy Policy, Published Betting Rules, and other associated operational documents. The VBA may request changes before allowing you to start the Initial Period)</i>	Acknowledgement of commitment <input type="checkbox"/> <i>(Please tick to confirm you understand and agree to this condition.)</i>