

Please return to the address below:

Staffing Manager  
 Newbury Racecourse Plc  
 Newbury  
 Berkshire  
 RG14 7NZ  
 Or email [staffing@newbury-racecourse.co.uk](mailto:staffing@newbury-racecourse.co.uk)

## APPLICATION FORM

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS

### 1. PERSONAL DETAILS

<b>Full Name</b>	Title	First/Middle	Surname
<b>Home Address</b>	<div style="text-align: center; font-size: 2em; opacity: 0.3; pointer-events: none;"> </div>		Home Phone No.
			Mobile No.
Town			NI Number
County			Date of Birth
Postcode			How did you hear about us?
<b>Postal Address</b> (if different from above)	Town	Do you have a current driving license?	
	County	Do you have a car?	
	Postcode	Emergency Contact Name	
<b>Email Address</b>			Emergency Contact Number

### 2. EMPLOYMENT DETAILS

List employers from present back to first (if applicable) in that order. Full addresses are required.

Dates of Employment	Full name & address of employer	Brief details of duties with position held	Reason for leaving

### 3. EXPERIENCE - EVENTS ONLY

Indicate your level of experience by placing a 1-5 in each box (1 – most experienced, 5 – least experienced)

	Waiting Staff		Bar Service
	Food Service Assistant		Cashier
	Porter		Silver Service

### 4. EDUCATIONAL DETAILS

Relevant education, trade and professional details to be completed if applicable.

Dates	Full name & address of school/college	Examination subjects taken with results

### 5. CONVICTIONS

Have you ever been convicted of a Criminal Offence you need to declare? Yes  No

Note – Subject to the Rehabilitation of Offenders Act

If YES – give details below:

### 6. REFERENCES

Please give name & address of 2 referees, one which is your present/last employer. Friends/Relatives are NOT acceptable.

Reference One		Reference Two	
<input type="text"/>	Name of Referee	<input type="text"/>	
<input type="text"/>	Company	<input type="text"/>	
<input type="text"/>	Address	<input type="text"/>	
<input type="text"/>		<input type="text"/>	
<input type="text"/>	Town	<input type="text"/>	
<input type="text"/>	County	<input type="text"/>	Postcode
<input type="text"/>		<input type="text"/>	
<input type="text"/>	Telephone No.	<input type="text"/>	

### 7. DOCUMENTATION

You are required to provide the following documentation: (You will be requested to bring these along with you if you are invited to attend the course)

1. Documentation to prove that you are eligible to work in this country, such as a passport, letter from Home Office confirming that you are permitted to take employment, Application Registration Card, National Insurance Card etc.
2. Two items of documentation to prove your identity and that you live at the address you have given on this form – you will need photo identification along with utility bills or bank statements etc.

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Please read and sign below:

I confirm that the information given on this form is to the best of my knowledge true and complete. Any false statement maybe sufficient cause for rejection or if engaged dismissed.

I authorise the company to obtain two references to support or clarify this application and release the company and referee from any liability caused by giving and receiving information. I agree to be security cleared (if required).

I understand that any accommodation or equipment allocated to me in the course of my engagement becomes my responsibility and as such any charges that accrue through damage or neglect become my liability.

Signature

Date

