

# **Virginia Racing Commission**

## **General Application Instructions**

### **Application**

The Racing Application for Participants must be filled out in its entirety (front and back). Please make sure to answer all questions and sign and date the application. If you answered “yes” to any of the questions, list the dates, location (city and state), type of offense or suspension and final disposition (guilty, dismissed, etc.) for each “yes” answer. If you are not a United States citizen, you must provide a copy of your current immigration status in the United States.

### **Fingerprints**

Fingerprints are required for new applicants between 18 and 69 years of age and may be required every five years thereafter depending on the permit type. The fee for fingerprint processing is \$25.

### **Payment**

Refer to the Fee Schedule found on the Virginia Racing Commission’s (VRC) website under “Virginia Racing License”. VRC accepts cash, checks, or credit cards (Visa, MasterCard, and Discover). Credit card payments may be done by phone by contacting the Commission office or by completing the Credit Card Verification Form also found on the VRC’s website and mailing it along with the completed application to the Commission office at the address listed at the top of the application or e-mailing to [VRCLicense@vrc.virginia.gov](mailto:VRCLicense@vrc.virginia.gov). Please note in order to have a badge mailed to you, please e-mail a JPEG file of your picture cropped to be only a headshot with your completed application.