

# 150 Day Layoff Report - Frequently Asked Questions

## QUESTION: When am I required to submit this form?

ANSWER: The Layoff Report form must be submitted prior to entry for any horse that has not started in a race for 150 days (5 months) or longer.

## QUESTION: When must the Layoff Report form be submitted?

ANSWER: The form must be submitted at least 30 days prior to entry. The sooner you submit the form, the quicker you will find out if your horse is approved or needs additional veterinary review. **IF THE FORM IS NOT SUBMITTED IN A TIMELY FASHION, YOUR ENTRY MAY BE DENIED.**

## QUESTION: What requirements must be met in order for the vet to approve my horse?

ANSWER: The horse must have 1 published work within 30 days of entry.

## QUESTION: Where do I find the Layoff Report form?

ANSWER: The Racing Office, the Commission Vet Office, the HBPA Office and the Thoroughbred Horsemen's Association website: <http://tharacing.com/resources/layoffreportform/>

## QUESTION: How do I submit the Layoff Report form?

ANSWER: Forms can be submitted in a sealed envelope to Commission Vet Office (there is a drop box by the door, or emailed to Equine Medical Director Dr. Ada Caruthers at [ada.caruthers@vrc.virginia.gov](mailto:ada.caruthers@vrc.virginia.gov).

Digital forms ([www.tharacing.com](http://www.tharacing.com)) are automatically submitted directly to veterinarian's email inbox.

**NO CELL PHONE PICTURES OF THE FORM SENT BY TEXT WILL BE ACCEPTED.**

## QUESTION: How do I submit the Layoff Report using the online form?

ANSWER: Go to [www.tharacing.com](http://www.tharacing.com)

On the menu, select tab: Horsemen's Resources

On the dropdown menu, select tab: Layoff Report

Scroll down to the state where the horse will be entered.

Choose to either:

- 1) Click on the name of the racetrack to download and print a paper copy – The form will need to be **FILLED OUT COMPLETELY** and emailed or delivered to Commission Vet Office.
- 2) Choose the “Submit Online” option to type information directly into the form online. When completed, the form is automatically sent directly to Veterinary email inbox, and you will receive confirmation of the submission. **THIS IS THE FASTEST AND EASIEST AND MOST SECURE WAY TO SUBMIT THE LAYOFF REPORT FORM.**

QUESTIONS? Please contact Dr. Ada Caruthers, [ada.caruthers@vrc.virginia.gov](mailto:ada.caruthers@vrc.virginia.gov).

**IMPORTANT! The Layoff Report form must be submitted to the track where you plan to enter the horse. Forms are not shared between racetracks.**