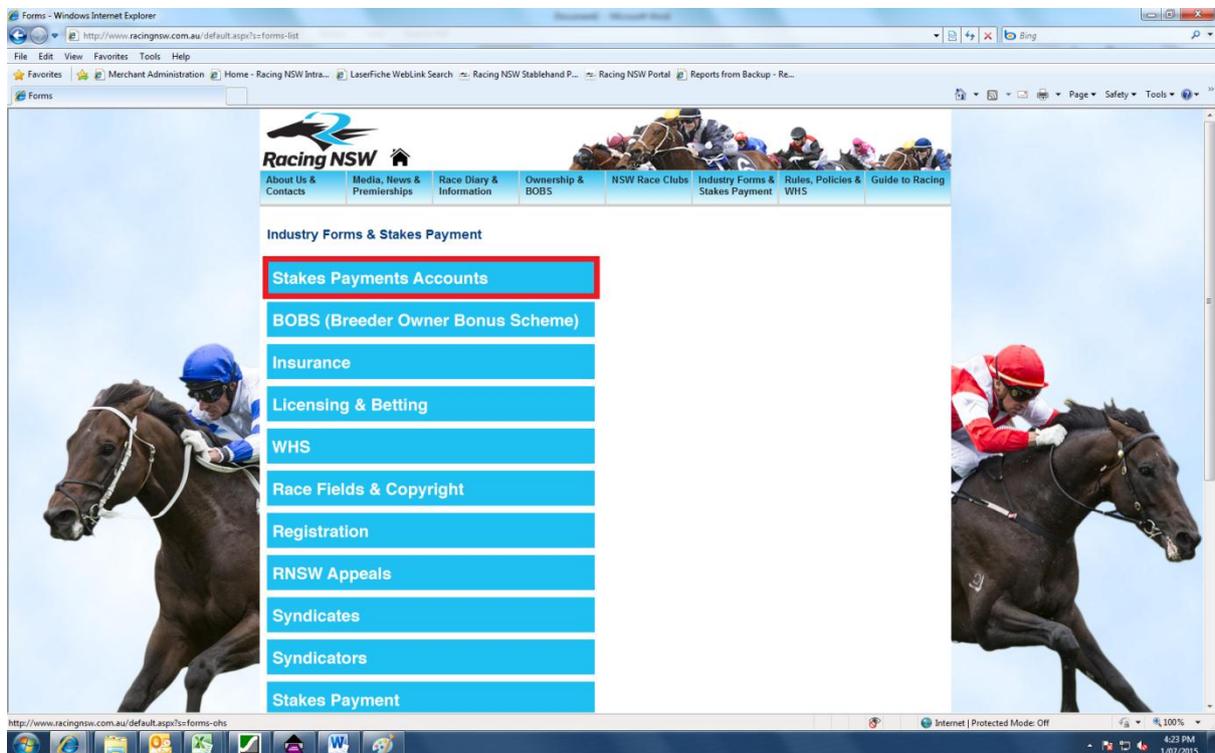
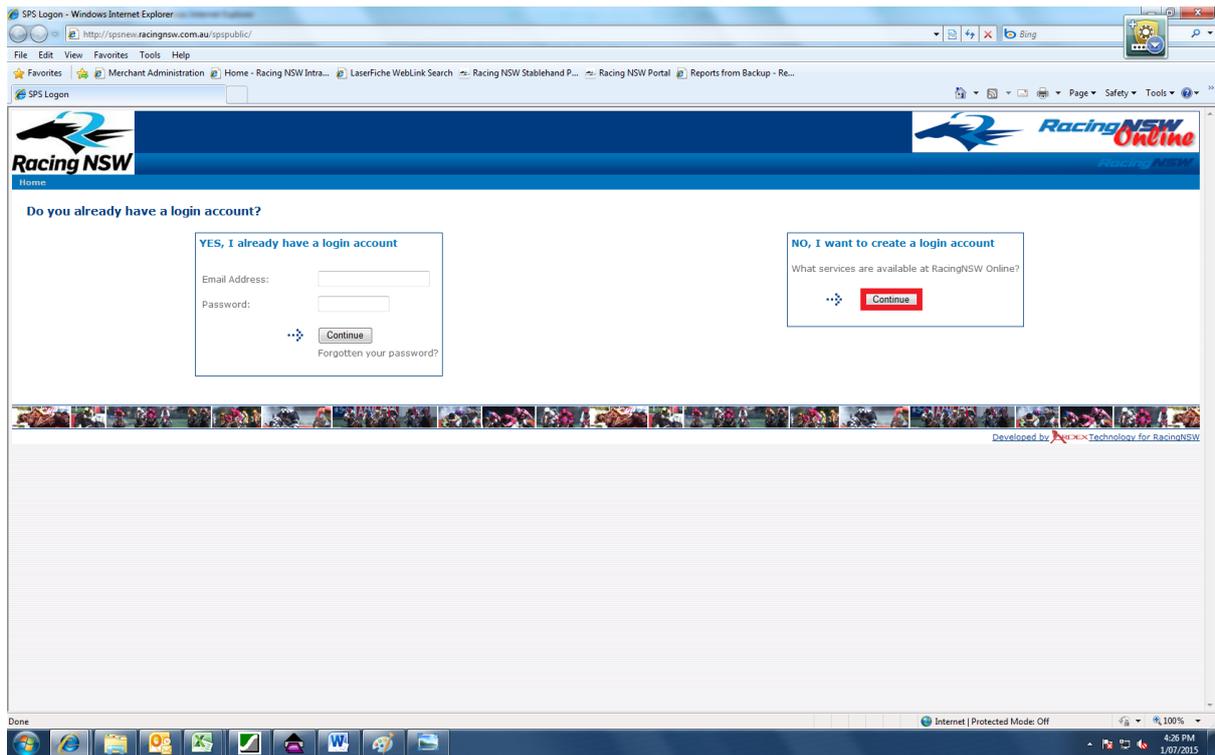


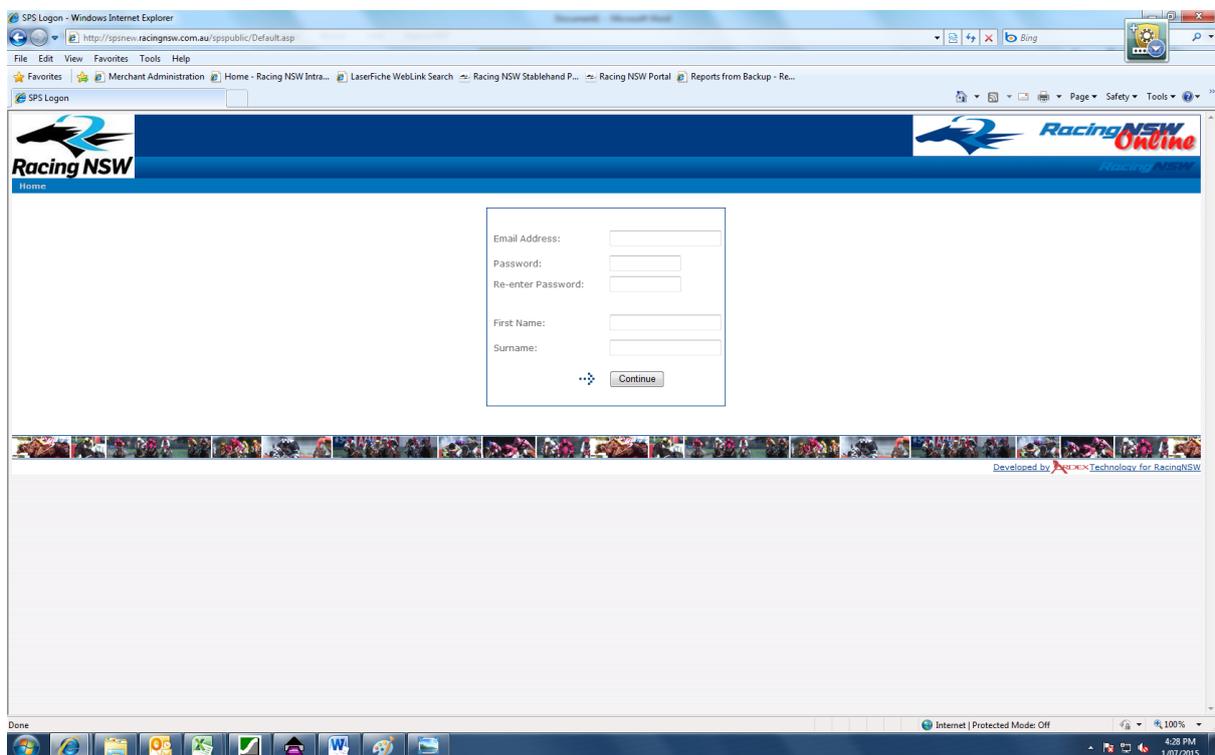
Go to the Racing NSW Website, at the top of the page there will be a link “Industry Forms & Stakes Payment.” Click on this link to advance to the next stage.



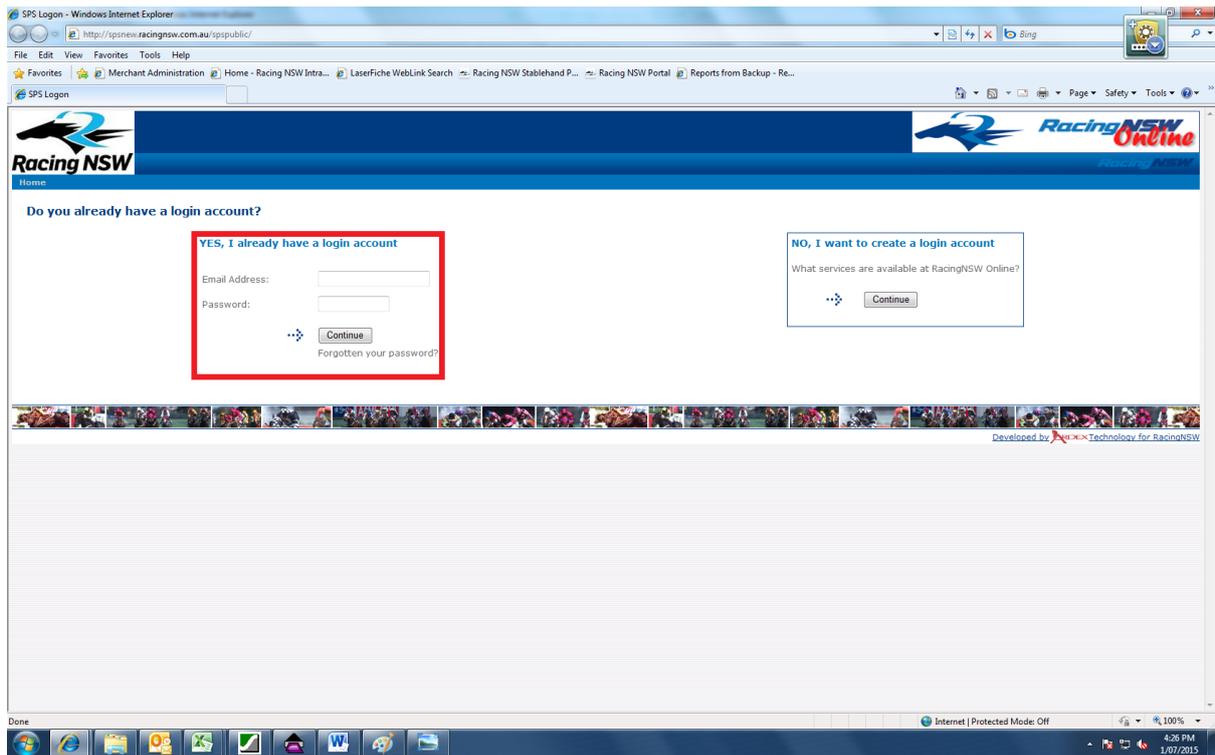
This will bring you to the following menu. When you arrive here, click on the “Stakes Payments Accounts link to access the accounts online site.



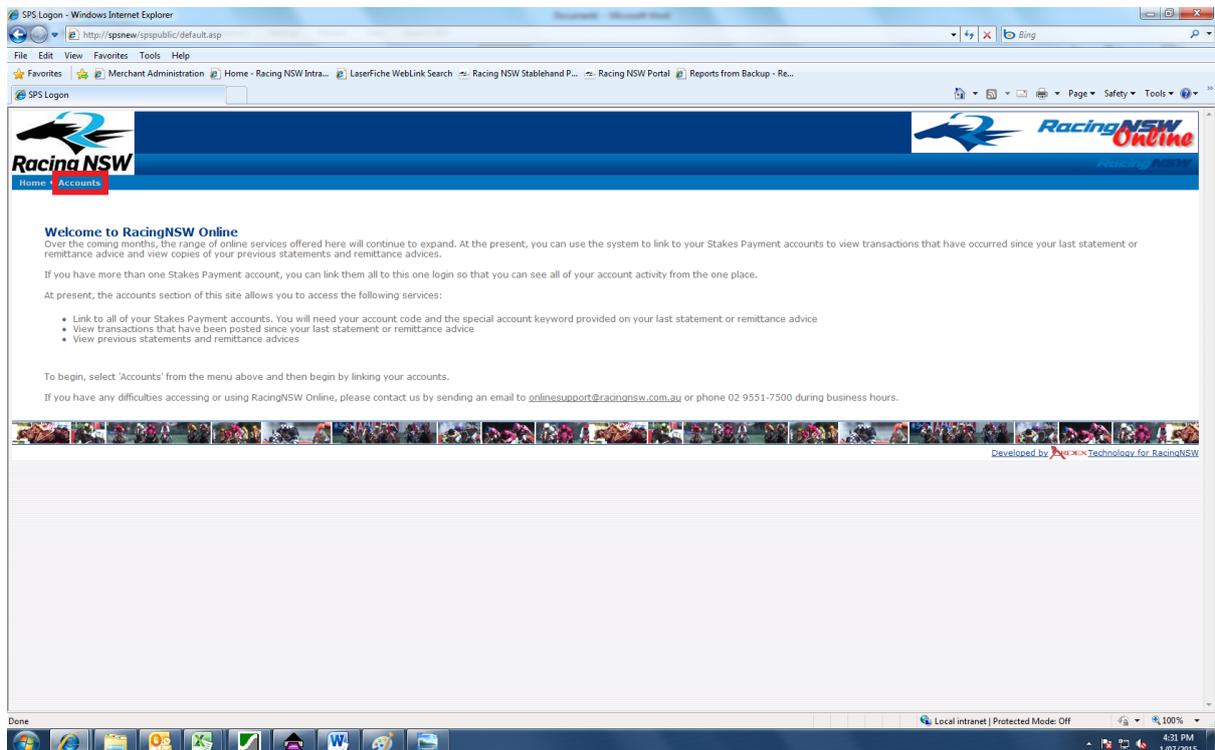
The following window will pop up, if you do not have a log in account, click the continue link on the right to create one, you will go to the following page



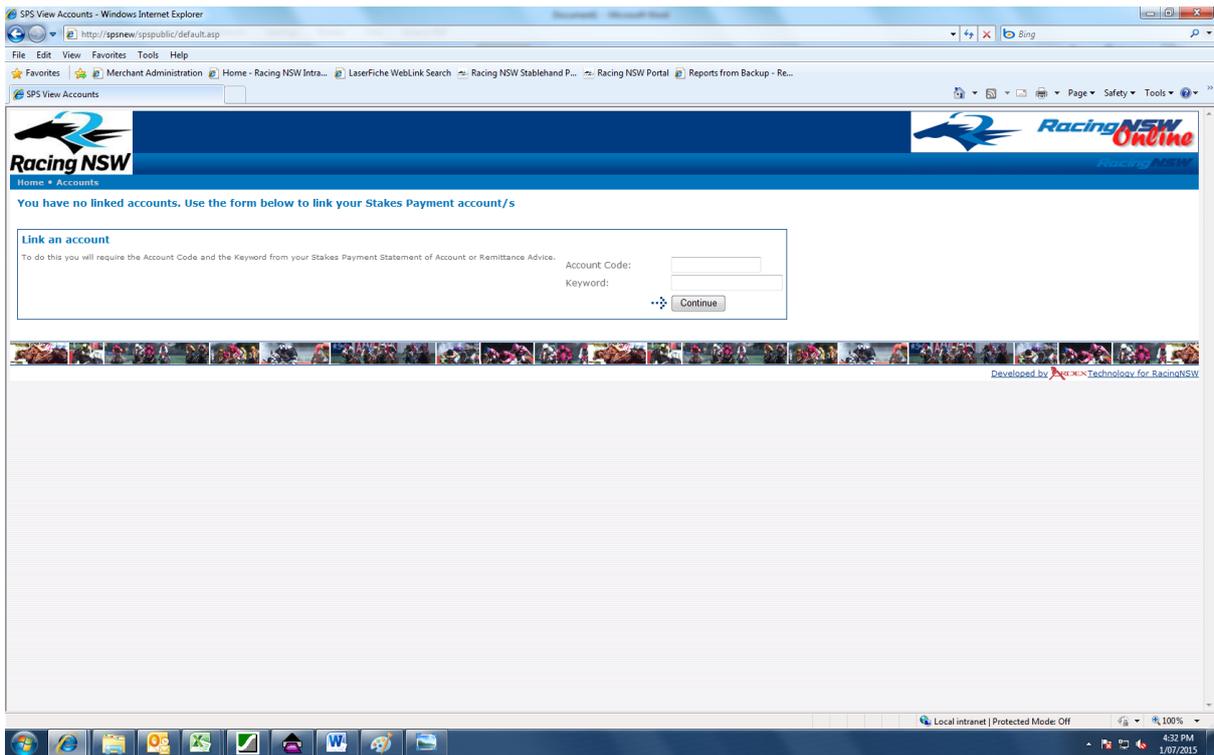
You will need to fill in the following fields. The email address and password you set yourself, you will need to log in each time. This is all that you will need to remember. Once you have created your log in, click Continue and you will return to the previous page.



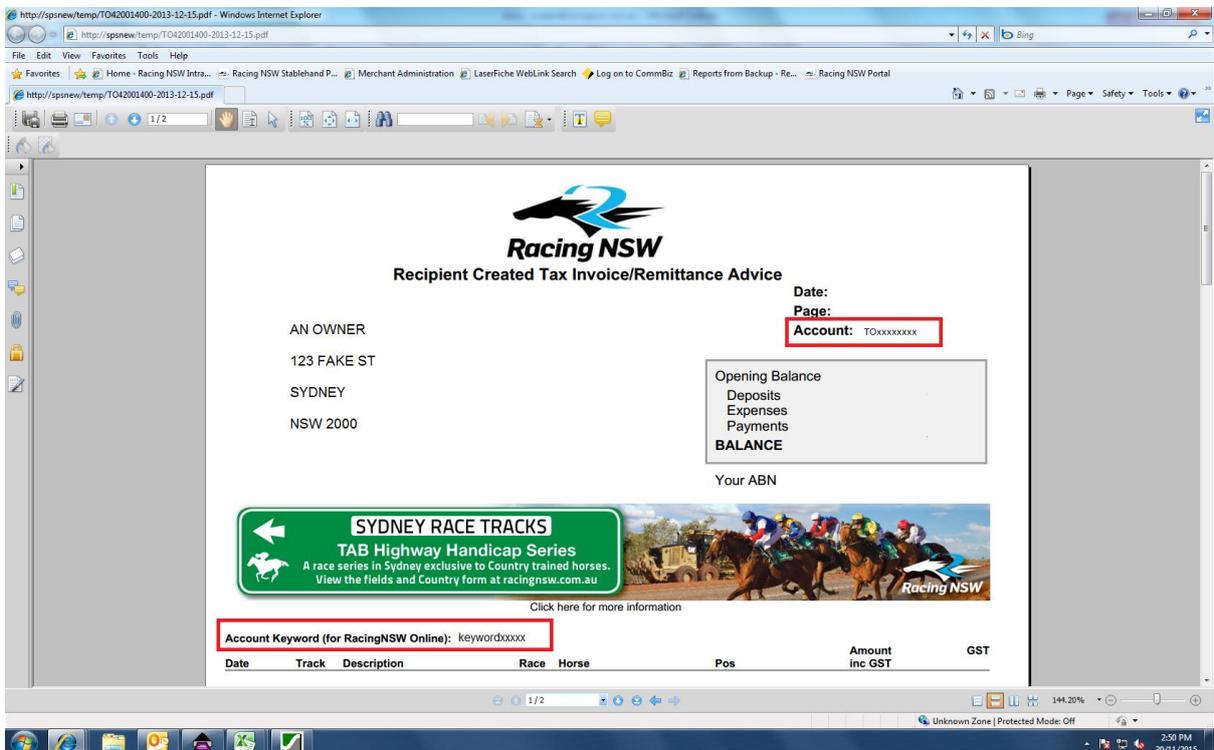
Using the email and password log in you have just created for yourself, you will be able to log in on the left hand side. Once in you will access the following screen.



Click on the accounts button at the top of the screen to be able to set up accounts. You will access the following screen.



To set up an account you will need an account code and keyword. These can be accessed on any statement sent out. You will only need this one time and the accounts will be saved to the log in.



The account code and keyword can be found on your statement as above. Please note that both of these are case sensitive, and using the wrong case will result in the accounts not setting up.

If you have multiple stakeholder accounts (trainer/master/owner) please repeat this process with all of your accounts. Every account has a unique account number and keyword, so you will need to look up this information for each account. To link multiple accounts you need to repeat the last 2 steps.