

## ATTENTION: TRAINERS



AGCO  
Alcohol and Gaming  
Commission of Ontario

# How to Report your Stabling Location(s)

As of June 5, 2023, Trainers are required to report all Stabling Locations online through the iAGCO portal at [www.agco.ca/iAGCO](http://www.agco.ca/iAGCO).

Any Stabling Location changes must be reported within five (5) days.

*There will be a transition period of up to 30 days following the effective date for trainers to update their licences and come into compliance with this new stabling location reporting requirement.*

## How to Update Stabling Location(s) in iAGCO

- Log in to your iAGCO account, and select **Submit Regulatory Submission and Notifications** on the Main Menu, under ADDITIONAL OPTIONS
- Under HORSE RACING, select **Notification of Stabling Location(s)**
- Confirm your contact information and complete the Submitter's Role field (ie. Trainer), and click "Next"
- You will see the list of your EXISTING STABLING LOCATION(S) if details are provided on a new Trainer application and/or a Notification of Stabling Location(s) regulatory submission on or after June 5, 2023
- If you are no longer stabled at an existing location, select an "End Date" for the location
- To add a new Stabling Location, click the **Add Stabling Location** button and complete the Stabling Location details.
  - ▶ Note: If you are returning to a location that is listed in the Existing Stabling Location(s) section, please enter the **same** Stable Location name and address (if applicable) and select a new "Start Date"
  - ▶ Select "Save & Close"
  - ▶ You may be prompted with a correction to your address entry, "Accept Correction" or "Ignore Correction", select "Save & Close"
- You will see your new Stabling Location(s) listed in the NEW STABLING LOCATION(S) section
- Select "Next"
- Read DECLARATION statement, and select "Submit"
- You will be sent an **iAGCO – Regulatory Submission and Notification Confirmation** through email which includes a summary of your updated Stabling Location(s). The Summary will also be available in your public portal account under the REGULATORY SUBMISSIONS AND NOTIFICATIONS section on the Main Menu.

### Need Help?



#### AGCO Customer Service

Monday to Friday  
8:30 a.m. to 5:00 p.m.  
(Eastern Standard Time)  
General telephone: 416-326-8700  
Toll free in Ontario: 1-800-522-2876



#### AGCO Website

For more information including HowTo videos, visit the Helpful Resources section of the iAGCO Information page at [www.agco.ca/iagco-information](http://www.agco.ca/iagco-information)



Email a Licensing Agent  
[racinglicensing@agco.ca](mailto:racinglicensing@agco.ca)



#### In Person Assistance

Licensing Agents are available on live race days at open racetracks. For an up-to-date schedule, go to [www.agco.ca/agco-licensing-office-hours](http://www.agco.ca/agco-licensing-office-hours)