



2003 SUCKLER COW PREMIUM SCHEME: QUOTAS

Notification of Permanent Transfer of Quota

Forms must be completed and returned to the Department BEFORE the date on which the Department receives a 2003 premium claim from the recipient of quota.

FOR OFFICIAL USE ONLY				
Notification No.				Date Stamp
Processed By		Date		
Checked By		Date		
Checked By		Date		

IMPORTANT — PLEASE READ CAREFULLY BEFORE COMPLETING THIS FORM

- Before you start to complete the form please read the Explanatory Leaflet.
 - Please use this form to notify **PERMANENT TRANSFERS** of quota which are to become effective in the **2003 Scheme year**.
 - This form is not a claim for Suckler Cow Premium (SCP)
 - **Section A should be completed by the producer transferring the quota out. Section B should be completed by the producer receiving the quota.** If you wish to transfer quota to more than one producer you **MUST complete a separate form for each transaction.**
 - Not all producers are eligible to transfer quota out and quota currently held may subsequently be withdrawn if usage rules are not met. Please check the eligibility rules in paragraphs 6 and 7 of the Explanatory Leaflet.
 - If you wish to transfer all your quota with all your holding to more than one producer, **you MUST complete a separate form for each transaction.**
 - Please complete the form(s) in **BLOCK LETTERS**.
 - **It is your responsibility to obtain this form, complete it correctly and ensure that it is received by the Department (in this context 'the Department' means**
- Quota Management Section at the address on page 4 or any of the Department's local area offices) no later than the date on which the Department receives a 2003 premium claim from the recipient of the quota. Transfer forms will not be accepted after this date. In any case, transfer forms will not be accepted after the closing date of the claim period of the 2003 Suckler Cow Premium Scheme (6 December 2003).**
- Proof that you posted your notification is not sufficient. You must be able to show that it has been **received**.
 - You are therefore advised to obtain acknowledgement of receipt of this notification form from the Department by completing an acknowledgement card, affixing a stamp and returning it with your form. Cards which do not have a stamp, or are not completed (whether or not they have a stamp), will not be returned.
 - If you have not received your acknowledgement within 7 working days of despatch, please contact the Department. If you deliver the form personally to the Department, you should obtain an acknowledgement of receipt at the time of delivery. Quota Management Section's address is printed on page 4.

SECTION A:

PART 1 – Details of quota holder transferring out quota

1. IACS 2003 business name

2. Address for correspondence

 Postcode

Telephone	<input type="text"/>	Fax. No.	<input type="text"/>
E-Mail Address	<input type="text"/>		

3. Suckler Cow Quota Identification Number (As notified previously) 8 8

4. Farm code number from which you wish to transfer quota. /

5. Please indicate the total number of separate transfers of quota you propose to make in respect of the 2003 Scheme Year.

PART 2 – Details of quota to be transferred out (See paragraphs 10 to 40 of the Explanatory Leaflet)

6. Please enter below the number of quota units or partial units which are to be transferred out.

Scottish LFA	HIE-LFA	GB Non-LFA

Do not make allowance for any application of the siphon. If the transfer is subject to the siphon, it will be applied by the Department to the figures you enter here.

Tick appropriate box

7. I am transferring **all my holding interests** (as defined in paragraph 33 of the Explanatory Leaflet) at the same time as I am transferring **all my quota**. YES NO

If **NO**, the transfer will be subject to the siphon (see paragraphs 15 to 20 of the Explanatory Leaflet) **if NO go straight to Question 10.**

If **YES**, please give the date of transfer of the holding and go to question 8 below.

Tick ONE box only

8. (a) I am transferring **all** my quota and **all** my holding to **one recipient**
OR
(b) I am transferring **all** my quota and **all** my holding to **more than one recipient**, all of whom between them will receive all of my quota.

9. Having ticked 8(a) or 8(b), **you must provide with this form independent documentary evidence** to show that all the holding is being transferred, e.g. a solicitor's letter confirming the transaction. If the holding is being transferred to **MORE** than one producer, the documentary evidence should give details of **all** the recipients of the land.

Please indicate what documentary evidence you are supplying.

Exception to ring-fence rules (see paragraph 32 of the Explanatory leaflet)

10. If your holding is designated as being within an LFA ring-fence and you are transferring quota out because you have reduced your stocking levels as a requirement of your entering an Environmentally Sensitive Areas Scheme or the Countryside Premium Scheme, please enter the name of the scheme in the box below.

11. If you have made an entry in the box above and your holding is designated as within an LFA ring-fence, you may if you wish transfer quota to a producer in the **GB non-LFA ring-fence** provided that producer is participating in a European Commission approved scheme requiring him/her to **increase** suckler cow numbers. Please tick here if the producer to whom you are transferring out quota is in the GB non-LFA ring-fence (See paragraph 32 of the Explanatory Leaflet).

PART 3 – Declaration by quota holder transferring out quota

- 12. I declare that I have read the Explanatory Leaflet.
- 13. I request that the number of quota units shown at Question 6 (subject to any deduction because of the siphon) be registered as transferred to the recipient named in Part 4 of this form.
- 14. I understand that where the siphon applies, 15% of the quota units at Question 6 will be deducted by the Department and added to the National Reserve.
- 15. I understand that any person knowingly making a false statement in connection with this transfer will be liable to prosecution and in the event of any such false statement being made, the transfer will be rendered void.

Signature

Date

Have you completed all the relevant boxes? If so, please now send this form together with the Explanatory Leaflet to the person receiving quota for completion of section B.

SECTION B:
Please read the Explanatory Leaflet before completing this section

PART 4 – Details of the producer receiving quota

16. IACS 2003 business name	<input style="width: 100%;" type="text"/>		
17. Address for correspondence	<input style="width: 100%;" type="text"/>		
	<input style="width: 100%;" type="text"/>		
	Postcode		
Telephone	<input style="width: 50%;" type="text"/>	Fax. No.	<input style="width: 50%;" type="text"/>
E-Mail Address	<input style="width: 100%;" type="text"/>		

18. Farm code number to which you wish the transferred quota to be allocated.

19. Do you hold **or** have you ever held suckler cow quota on this **or any other** farm code number? *Tick appropriate box*
YES NO

If **YES**, enter your Suckler Cow quota identification number here (as notified previously).

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Note: If you are acquiring quota for the first time you will be notified of your identification number when the transfer is confirmed.

PART 5 – Declaration by producer receiving quota

- 20. I declare that I have read the Explanatory Leaflet.
- 21. I request that the number of quota units shown at Question 6 (subject to any deduction because of the siphon) be registered as transferred to me.
- 22. I understand that where the siphon applies, 15% of the number of quota units at Question 6 will be deducted by the Department and added to the National Reserve.
- 23. I understand that any person knowingly making a false statement in connection with this transfer will be liable to prosecution and in the event of any such false statement being made, the transfer will be rendered void.

Signature

Date

When the form has been completed by both parties, it must be sent in its entirety (with any documentary evidence as applicable) to the Department at either the address below, or to any of its local area offices:

**Scottish Executive Environment and Rural Affairs Department
(Quota Management Section)
Room 220
Pentland House
47 Robbs Loan
Edinburgh
EH14 1TY.**

REMEMBER – THIS NOTIFICATION OF TRANSFER WILL NOT BE ACKNOWLEDGED UNLESS AN ACKNOWLEDGEMENT CARD IS BOTH COMPLETED AND HAS A POSTAGE STAMP AFFIXED. BULK ACKNOWLEDGEMENTS WILL NOT BE ISSUED.