

# Scottish Suckler Beef Support Scheme (Mainland and Islands): Claim form for animals aged 30 days and older



For official use only

MLC/BRN:

Date claim received:

Sequential number:

Lot number:

## Notes for guidance

Please read these notes before you complete this form. If there is anything you do not understand, please contact your local RPID area office.

1. Use this form to claim payment on eligible animals aged 30 days and over.
2. Once complete, send the form to your local RPID area office.
3. For each animal you claim, include a printed document with eartag bar codes. Alternatively, you can provide a list of eartag numbers securely attached to your claim (please refer to Annex B of the Scottish Suckler Beef Support Scheme (Mainland and Islands) – notes for guidance).
4. We will acknowledge receipt of this claim. If you have not heard from us within 14 days please contact your local RPID area office.
5. If you deliver this claim form in person, make sure you obtain a receipt before you leave our office.
6. Enter all details in block capitals using black ink. If you make a mistake, cross it out and put your initials against it. Do not use correcting fluid. You can also fill the form in online, print, sign and send to your local area office.

Details of the Scottish Suckler Beef Support Scheme (Mainland and Islands) can be found in the full scheme guidance available at <https://www.ruralpayments.org>

**You can also submit your claim online\* at <https://www.ruralpayments.org>**

\*Requires registration.

## Part 1 – Business details

Business name

Business address

Postcode

Contact name

Telephone number

Mobile number

Email

Main Location Code (MLC)

  /    /    

Business Reference Number (BRN)

     

## Part 2 – Claim details

Number of animals you are claiming payment for:  
(Include a matching number of eartag details with  
this claim or we'll return the form to you.)

Location code:

(Enter the location code number(s) of the holding(s) where you kept the animals  
during the first 30 days of their life. Include your main location code if applicable.)

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**I declare that:**

1. I have read the full scheme guidance and understand the rules of the Scottish Suckler Beef Support Scheme (Mainland and Islands).
2. I have enclosed the relevant eartag numbers for the animals I am claiming for.
3. I am claiming payment on the animals covered by this claim form. They were held at the location(s) in Part 2 of this form continuously from birth until they were 30 days old or more.
4. The details provided on this claim form are correct and I accept full responsibility for them.
5. The data kept on the cattle tracing database relating to my animals is correct and complete or I shall rectify or add to the data kept on the cattle tracing database where this is incorrect or incomplete.
6. I understand that I may be excluded from the scheme if my animals are found to have been treated with any illegal substances as specified by the Animals and Animal Products (Examination for Residues and Maximum Residue Limits) (England and Scotland) Regulations 2015 (SI 2015 No 787), or if prohibited substances or illegally held substances are found on my premises; or if I prevent inspections or sampling in relation to such substances
7. I am at least 16 years of age.
8. I understand that if I knowingly or recklessly make a false statement, I may be prosecuted. If I make a false statement intentionally, or as a result of serious negligence, I may be excluded from this scheme for the current and following scheme year. If I otherwise break the rules or fail to comply with the undertakings I have given, I may lose some or all of the payment I have claimed.

**I undertake that:**

1. I will comply with the scheme rules.
2. I understand that the information provided in this application may be used by you in checking my claims for other aid schemes.
3. I will repay any payments, with interest, if you ask me to do so because I have broken the scheme rules. I will also repay any payments overpaid to me.
4. I will keep a herd record book and officially identify cattle on my holding in line with The Cattle Identification (Scotland) Regulations 2007, as amended. I will show the herd register and other documents to you or your agents if asked.
5. I will allow you or your agents to count and inspect cattle on my holding. I will gather my cattle at a place convenient to you, and help you to inspect eartags, including the provision of safe handling facilities.

## How we use your information:

We will use the information provided on the application form, including your contact details, for the purpose of delivering and/or improving our administration of the Schemes and services we offer. This may include sending you voluntary customer satisfaction surveys from time to time to see how we are doing.

We take our responsibilities for the way we store, secure and use your personal information seriously, and always seek to respect your privacy and to meet our legal obligations. These obligations include the General Data Protection Regulation, the UK Data Protection Act, and other regulations and legislation relating to privacy and communications. To see details on how we use your information and who we share your information with, please see our privacy policy located at: <https://www.ruralpayments.org/privacy-policy/> or available in paper form from your area office.

Our Privacy Policy explains the purposes for which we use personal data and the legal basis for that use. It explains our responsibilities for collecting data and what happens if you fail to provide data we need or provide incorrect data. We set out the categories of data we collect and how we acquire it, especially in those cases where it may come from another party. The Privacy Policy also sets out our approach to sharing data and gives information about the organisations with whom we share data and why we do so. Finally, we advise you of your various rights and how to exercise them.

If you are providing information to us on behalf of someone else (for example, as an agent representing a beneficiary), you are advised to draw this section of the Guidance and the Privacy Policy to the attention of any individual whose data is being processed. This is in order to help you fulfil your obligations under data protection legislation towards your clients or those whom you represent.

Signature

Name (block capitals)

Status of person signing

(for example, director, company secretary or other duly authorised officer)

Agent identification number (if applicable)

Date   /   /

**Important**

Please send eartag numbers of the animals you wish to claim in the same format as laid down in Annex B of the full scheme guidance.

\*If you are an agent you must be authorised by the main applicant before submitting this claim. If you do not have this authority you must complete 'PF05 – Business Mandate Form'.

This form is available at <https://www.ruralpayments.org> or from your local RPID area office.