



Application for a Licence to:

import, move and keep prohibited soil or growing medium for chemical OR physical analysis or for changes to an existing Licence requiring scientific or technical assessment

- Details of the circumstances under which licences may be issued, the fees payable and guidance on completing this form can be found at: <https://www.gov.uk/guidance/moving-prohibited-plants-plant-pests-pathogens-and-soil>.
- Applications should be submitted at least 1 month before the licence is required
- Do not include payment with this form. You will be invoiced after using our services so there is no need to make any payment until you receive an invoice.

Please note that applications for a licence can be made to APHA using the Plant Health online application system called eDomero. Further details can be found under the heading 'Online Applications' at: <https://www.gov.uk/guidance/plant-health-controls> . Applications received electronically result in a considerable resource saving for APHA, so these applications will be given priority over any paper applications received.

Application details:

Name of the Company or Organisation which requires the licence

Full postal address

Postcode Contact Telephone No.

Name and email address of the permanent member of staff who will act as the contact for any enquiries arising from this application (and for other enquiries which may arise, e.g. to request further information or to arrange inspection visits).

Name

Email address

Declaration ("delete as applicable)

I/We* apply for a licence to import and/or keep the material listed overleaf and, where appropriate, on separate sheets.
I/We* accept the general conditions set out overleaf.

Signature Date

Title (Mr/Mrs/Ms/Dr/Prof.) Name in BLOCK LETTERS

Please send your completed form to: APHA, International Trade, CSC – Plant Health, Room 11G02, National Agri-Food Innovation Centre, Sand Hutton, York, YO41 1LZ (Please do not send payment with this form).

IMPORTANT:

- If you are applying for changes to an existing licence you need only complete those sections where there are changes since your original application.
- **Please enclose a copy of Standard Operating Procedures** relating to the work for which the material covered by this application is to be used.
- Guidance on the information to be included in Standard Operating Procedures can be found at: <https://www.gov.uk/guidance/moving-prohibited-plants-plant-pests-pathogens-and-soil>

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Type of material to be imported/retained (e.g. organic material, soil etc.)					
Quantity to be imported /retained					
.Country or place of: (a) origin; or (b) export (if different to (a))					
Proposed point of entry into UK					
Full postal address of the site(s) where material is to be kept					
Number of consignments to be imported					
Anticipated date of importation of each consignment					
Date work expected to be completed					

If it is necessary please continue on a separate sheet and tick this box.

Please provide a resume of the nature and objectives of the work to which this application relates.

If necessary continue on a separate sheet and tick this box

Please state the measures to be taken to ensure safe containment of the material to be covered by the licence. (Please include details of rooms and buildings, including names and numbers.)

If necessary continue on a separate sheet and tick this box

Please state the arrangements to be made to ensure safe disposal or treatment of the material on completion of the work where appropriate?

If necessary continue on a separate sheet and tick this box

Please add any other information you feel may be useful in support of this application. Please also include a list of the names and scientific and technical qualifications, of all personnel who will be undertaking activities under the licence.

If necessary continue on a separate sheet and tick this box

Plant Health (England) Order 2015
Plant Health (Wales) Order 2006

General Conditions

Relating to the issue of licences to import, move and keep prohibited plants, plant pests, soil or growing medium and plant material for scientific or trialling purposes

(i) APHA may on plant health grounds refuse any application for the issue of a licence. A licence will not be issued if APHA has reason to believe that any information supplied by the applicant is incorrect or inaccurate. Delays in processing applications may occur if the form is not properly completed or signed.

(ii) No liability shall attach to APHA or any of its officers for any delay in granting or failure to grant a licence or any delay or non-delivery, delayed delivery or mis-delivery of any documents. Licences will be issued only on the understanding that no liability shall attach to APHA or its officers in any circumstances in respect of the issue or contents of any licences and that APHA accept no responsibility for any resulting loss however caused.

(iii) APHA and its officers shall be entitled to rely upon the accuracy of all information supplied by or on behalf of an applicant for the issue of a licence.

(iv) Fees will be charged for the issue of licences. Details of the fees are given at: <https://www.gov.uk/guidance/moving-prohibited-plants-plant-pests-pathogens-and-soil>.

(v) If, after investigation and inspection, it is decided on plant health grounds that a licence cannot be issued any fees paid will not be refunded. Fees will be refunded only in circumstances where it is decided a licence is not required.

(vi) Licences are granted on the strict understanding that licensees observe all conditions which may be part of the licence. Failure to comply with any conditions may result in the withdrawal of the licence and destruction of any material imported or retained. No refund of fees will be given in such circumstances. You may also be liable to prosecution.

(vii) Inspections of imported or retained material may be made at any time by an Inspector

(viii) In case of any dispute English law shall apply.

(ix) Please note that applications received electronically result in a considerable resource saving for APHA so these applications will be given priority over any paper applications received.

(x) Data Protection

Information provided will be used for the processing of your application. Details will be held in our computer system and will be used to compile statistics on activity in your sector for submission to the EC Commission and for administrative purposes. In emergency situations, such as a pest outbreak, information (including the location of licensed material) may be used by APHA, Defra and other Government Departments or their appointed agents.

APHA may be required to release information, including personal data and commercial information, on request under the Environmental Information Regulations, the Code of Practice on Access to Government Information or the Freedom of Information Act 2000. However APHA will not permit any unwarranted breach of confidentiality nor will we act in contravention of our obligations under the Data Protection Act 1998.

APHA or its appointed agents may use the name, address and other details on your application form to contact you in connection with occasional customer research aimed at improving the services that APHA provides to you.