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**Milk Quotas**

**MQ/10**

**Movement of milk quota between purchasers**

Council Regulation (EC) 1234/07, Commission Regulation (EC) 595/2004 and the Dairy Produce Quotas Regulations 2005, as amended

**Notes about this form**

- A** You must use this form to tell us about the increase in your permanent purchaser quota when a producer joins your group or transfers part or all of his quota to you.
- B** Please read the attached explanatory notes before completing this form .
- C** Please complete in ink, and use BLOCK CAPITALS.
- D** The producer is the person or firm registered with the Rural Payments Agency who must register his wholesale quota with an approved purchaser.
- E** The milk purchaser is the person or firm approved by the Rural Payments Agency to buy milk or milk products from producers.
- F** If you make any corrections to your answers on this form, please initial them clearly.

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**1** New milk purchaser  
(Name and address of the milk purchaser the quota has moved to)

Postcode Tel no

Trader registration number

**2** Producer details –  
name and address of producer

Postcode Tel no

Status: sole proprietor  partnership  company  trust

If other, please specify:

Trader registration number

**3** Operative date of change

/ /

**4** Previous milk purchaser  
(Name and address of the milk purchaser the quota has moved from)

Postcode Tel no

Trader registration number

Please specify amounts in litres

5 How much **permanent** wholesale quota (not including leased in quota) is to be registered with the new purchaser?

Volume deliveries

\*Butterfat%

Butterfat adjusted deliveries

6 Deliveries made by the producer to the previous milk purchaser during the current quota year.

<input type="text"/>	<input type="text"/>	<input type="text"/>
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\*The butterfat % is based on the average fat content of deliveries made by the producer to the purchaser at question 4 for the quota year in which the operative date (question 3) falls .

The amount of quota which we will allocate to the previous milk purchaser for the remainder of the current quota year is the butterfat adjusted delivery figure.

**Declaration by the producer** who has registered quota with the milk purchaser named at question 1.

The producer:

- has left enough quota with the previous milk purchaser to cover deliveries made before the transaction date (adjusted for butterfat content);
- has notified the previous milk purchaser of the transaction details set out above;
- has given details that are true and complete to the best of his knowledge and belief.

Signature
Name (BLOCK CAPITALS)
Capacity of person signing - <i>please specify</i> (for example: sole proprietor, partner, director)
Date

**Declaration by the milk purchaser** whose quota has increased.

The milk purchaser:

- has given details that are true and complete to the best of his knowledge and belief;
- has read and understood the attached explanatory notes to form MQ/10.

Signature
Name (BLOCK CAPITALS)
Capacity of person signing - <i>please specify</i> (for example: sole proprietor, partner, director)
Date

**WARNING:**

**Any person who makes a false declaration may be prosecuted. A false or inaccurate statement can lead to a fine.**

Please return this form to the Rural Payments Agency as soon as possible, but in any event to be received at the Agency by **14 May** following the end of the quota year to which this adjustment refers.

Rural Payments Agency, Milk Quotas, Sterling House, Dix's Field, Exeter, EX1 1QA. Tel. 01392 315773.  
Fax 01392 315701. Email: milk.quotas@rpa.gsi.gov.uk. RPA's Website: www.rpa.defra.gov.uk

Official use only

Amount left with previous purchaser (question 6)

 LITRES (A)

Temporary in with previous purchaser

 LITRES

Temporary out with previous purchaser

 LITRES LITRES (B)

Used Amount (A - B) =

 LITRES



## Movement of Milk Quota between purchasers

### Explanatory Notes to Form MQ/10

#### 1. When do I have to send in an MQ/10?

A completed MQ/10 should be sent in when:

- you gain permanent wholesale quota because a producer transfers all or part of his quota to you; or
- you gain permanent wholesale quota when a producer who supplies more than one purchaser permanently increases the amount of quota allocated to your group.

The completed form must be sent to us as soon as possible after the operative date of the new contract or agreement, but in any event it must be received by **14 May** following the end of the quota year to which this adjustment refers.

**Note: It is in your interest to submit the MQ/10 as soon as possible to enable the producer to have sufficient quota registered with you to cover deliveries being made.**

Failure to meet the 14 May deadline may result in a penalty being charged – see Section I of the Purchaser's Handbook.

The MQ/10 must be signed by you (the purchaser gaining quota) and the producer who has joined your group.

#### 2. Do I have to send in an MQ/10 in any other circumstances?

No. You do not need to send in an MQ/10 if one of your producers:

- converts quota;
- transfers quota; or
- leases quota from a producer registered with a different purchaser.

Similarly, you do not need to send in an MQ/10 for a new milk producer who has not yet registered with any other purchaser.

In these cases, we will update the purchaser register using the information supplied by producers on the conversion, transfer or leasing forms.

#### 3. How do I obtain the required information?

You will need to get some of this information from the producer involved. It is your responsibility to gather all the information and send us a completed MQ/10 to reach us by 14 May following the end of the quota year to which this adjustment refers.

#### 4. How much quota do producers have to leave with their previous purchaser?

If a producer joining your group has delivered milk to another purchaser during the current quota year, sufficient quota must be left with the previous purchaser to cover those deliveries.

The amount left behind must be equal to the producer's butterfat adjusted deliveries.

If, at the end of the quota year, too much quota has been left with the previous purchaser, the Rural Payments Agency will reallocate any surplus registered quota under the Residual Amount procedures.

The butterfat base which will be used in calculating the producer's butterfat adjusted delivery figure for the levy calculation is the final ongoing butterfat base at the end of the quota year. If a producer's butterfat base changes after he changes purchaser, the new butterfat base will apply to the deliveries the producer made to the previous purchaser. If the previous purchaser is then left with less quota than is needed to cover the producer's new butterfat-adjusted delivery figure, the Rural Payments Agency will adjust the amount of quota left with the previous purchaser under the Residual Amount procedures.

If you have any specific queries or problems, please contact our Milk Quotas team.

01392 315773

## 5. How do I calculate a producer's butterfat adjusted deliveries?

To calculate the butterfat adjusted delivery figure, you need to take the weighted average butterfat of deliveries to the previous purchaser and subtract this from your producer's ongoing butterfat base. Depending on whether the weighted butterfat is higher or lower than the ongoing butterfat base of your supplying producer, you will use a different butterfat coefficient to calculate the butterfat adjusted deliveries.

*If the fat content of a producer's deliveries is **higher** than his butterfat base:*

You must **increase** the amount of milk delivered by 0.09% for each 0.01% of additional butterfat.

Example: Average fat content	=	4.07%
Ongoing butterfat base	=	3.92%
Difference	= +	0.15%
Butterfat adjustment	=	0.15 x 0.09
	=	0.0135
Volume deliveries	=	120,000 litres
Butterfat adjusted deliveries	=	120,000 + (120,000 x 0.0135)
	=	120,000 + 1,620 litres
	=	121,620 litres

*If the fat content of a producer's deliveries is **below** his butterfat base:*

You must **decrease** the amount of milk delivered as follows:

Example: Average fat content	=	4.07%
Ongoing butterfat base	=	4.65%
Difference	=	-0.58%
Butterfat adjustment	=	-0.58 x 0.18
	=	-0.1044
Volume deliveries	=	120,000 litres
Butterfat adjusted deliveries	=	120,000 + (120,000 x -0.1044)
	=	120,000 - 12,528 litres
	=	107,472 litres

Note: The average fat content must be derived from monthly measurements taken during the time actually spent delivering to the previous purchaser, ie from the start of the quota year until the date of the change.

## 6. How will the Rural Payments Agency amend the purchaser register?

*When we receive your completed MQ/10:*

We will check the information you have given us against the producer's quota register entry.

*If the producer has made deliveries to a previous purchaser (question 6 of the MQ/10):*

We will check the delivery figure with the previous purchaser and offset these deliveries first against any leased in quota.

*If a producer's leased in quota exceeds deliveries at the time he switches purchasers to you: We will temporarily register the extra quota with you.*

## 7. Further information

For further information on the responsibilities of purchasers please see the MQ Purchaser's Handbook. If you do not have a copy, please contact our Milk Quotas team on 01392 315773.

## 8. Enquiries

If you need assistance please contact us at the address below.

Rural Payments Agency  
Milk Quotas  
Sterling House  
Dix's Field  
Exeter  
EX1 1QA

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