



Date MQ/13 issued at RPA

Date MQ/13 received at RPA

Milk Quotas **MQ/13**
Purchaser's annual declaration 2014/15

<p>How to fill in this form</p> <ul style="list-style-type: none"> This form is for the quota year from 1 April 2014 to 31 March 2015. Your completed form must be submitted to us by midnight on 14 May 2015. Before starting, please read the guidance notes. You must complete all parts of this form. Please use ink and CAPITAL letters. 	<p>If you make a mistake</p> <ul style="list-style-type: none"> Do not use correction fluid. Cross through the mistake and re-enter the correct details. Write your initials next to the alteration. You can print more copies of this form by visiting www.gov.uk/rpa and following the links to Milk Quotas. 	<p>Before returning this form</p> <ul style="list-style-type: none"> Make sure you have signed it at Part D. Make sure that it is correct and complete – mistakes may cost you money. Use the checklist on the final page of the guidance notes to help you.
<p>Call us on 01392 315763 if you need any help.</p>		

Part A – Purchaser details

<p>Trading title and address</p> <div style="border: 1px solid black; height: 150px; width: 95%; margin: 5px 0;"></div> <p style="text-align: right; margin-right: 20px;">Postcode</p>	<p>Trader registration number</p> <div style="border: 1px solid black; height: 25px; width: 95%; margin: 5px 0;"></div> <p>Telephone number (including area code)</p> <div style="border: 1px solid black; height: 25px; width: 95%; margin: 5px 0;"></div> <p>Fax number (including area code)</p> <div style="border: 1px solid black; height: 25px; width: 95%; margin: 5px 0;"></div> <p>Mobile telephone number (if applicable)</p> <div style="border: 1px solid black; height: 25px; width: 95%; margin: 5px 0;"></div> <p>Email address (if applicable)</p> <div style="border: 1px solid black; height: 25px; width: 95%; margin: 5px 0;"></div>
<p>Name of main contact</p> <div style="border: 1px solid black; height: 25px; width: 95%; margin: 5px 0;"></div>	

Part B – Producer deliveries for the 2014/15 quota year

In this section you must tell us delivery figures for each individual producer who delivered to you during the 2014/15 quota year. Complete the table overleaf for each producer who has supplied you. Remember to include delivery details for any whole milk from producers who are not listed on your Registered Quota Report (RegQ).

If any of your producers ceased delivering to you, you must make sure you complete Column B4.

If there is not enough space, you can download copies of this table by going to www.gov.uk/rpa and following the links to Milk Quotas, or you can call us on 01392 315763

How many extra sheets have you sent us?

On paper Email

B1	B2	B3	B4	B5	B6
For your own use					
Your producer's membership number or any reference number that you may use to identify them	Producer's Trader Registration Number*	Producer's Name	If producer ceased deliveries during the quota year, give the date of last delivery	Weighted butterfat of producer's deliveries (2 decimal places)	Annual deliveries (litres)
					Total

*If you do not know your producer's Trader Registration Number, or if they do not have one, enter the producer's postcode at B2.

Part D – Details of purchases for the 2014/15 quota year

All boxes in this section must be completed. The 'milk you have purchased' means all milk delivered to you by producers, whether or not you have paid for it.

D1 Give the date of the RegQ report you have used.

If this is different from the report stated in the covering letter, give the reason in the box below.

D2 Give the total volume of bulk whole milk purchased from producers.

 litres

D3 Give the annual weighted average butterfat content of the milk you have purchased (work out your figure to 2 decimal places).

 %

Penalties – If your MQ/13 form is late or incomplete you will be liable to pay a penalty equal to the levy due on 0.01% of your volume deliveries for each calendar day's delay. The minimum penalty for any late return is €100 up to a maximum of €100,000. Approximately £75 and £75,000 respectively.

If it is found that you have made an incorrect declaration, you will be liable to pay a penalty equal to the levy due on 0.5% of the volume of milk involved. The minimum penalty applicable will be £60 up to a maximum of £60,000.

If the UK reaches a levy position and we find that you have not declared all your deliveries, you will be liable to pay levy on the butterfat adjusted volume you have under declared.

Complete all parts of this form before signing the declaration.

Declaration

I have:

- read and understood the guidance about completing this form MQ/13 correctly and submitting it on time.
- given details that are true and complete to the best of my knowledge and belief.

WARNING: We may prosecute any person who makes a false declaration.

Signature

Name (BLOCK CAPITALS)

Status of person signing – please specify (for example: sole proprietor, partner, director, trustee, agent)

Date

Data protection – Defra is the data controller for personal data you give to us or we hold about you. We use it in line with the Data Protection Act. For more information visit our website at www.gov.uk/rpa, then put 'Personal Data' into the search box.