

Catchment Sensitive Farming (CSF)
2015 Countryside Stewardship Water Grants



The European
Agricultural Fund for
Rural Development:
Europe investing in
rural areas



Agent authorisation (WQ 10)

Office Address

Catchment Sensitive Farming (CSF) Section
Natural England
Apex Court
City Link
Nottingham NG2 4LA
Tel: 0300 060 1111

For official use: date received

FPS Catchment:

How to use this form

Important: before you complete this form, please read your application/handbook. If you need further guidance please contact Natural England.

- This form should be completed by applicants/ agreement holders who wish to authorise an agent to act on their behalf.
- To revoke the authorisation of a previously authorised agent, notify your Natural England office immediately.
- If you wish to nominate more than one agent to act on your behalf you must complete separate authorisation forms for each agent.
- Please write clearly in **black ink** and BLOCK letters. Any alterations must be initialled and dated. Please do **NOT** use correction fluid.
- Please send your completed form to the Natural England office at the above address. Forms completed electronically must be printed and signed. You are advised to keep a copy for your records.
- This form is available from the GOV. UK website at <https://www.gov.uk/catchment-sensitive-farming-reduce-agricultural-water-pollution>.

If you wish to receive confirmation that your form has been received please complete this slip.
Please enter your name and address in the panel below.

DO NOT DETACH



Your *Agent Authorisation* was received by Natural England on the date shown overleaf.

This acknowledgement only provides proof that your form has been received by Natural England.

For Natural England use only	Reference number (to be used in all correspondence)
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 **Section 1: Details of applicant(s)/agreement holder(s)**

1. (a) Application/agreement reference number

(b) Name(s) of applicant(s)/agreement holder(s)

Title Forename Initials Surname
(Mr/Mrs/Miss/Ms/Other)

(c) Business name

(d) Correspondence address

Town Postcode
County

(e) Telephone number (inc. national dialling code)

(f) Fax number (inc. national dialling code)

(g) Mobile number

(h) Email address

(i) Main holding number

County	/	Parish	/	Holding
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Receipt Stamp

Section 2: Agent details

2. (a) Name of agent

Title (Mr/Mrs/Miss/Ms/Other) Forename Initials Surname

(b) Business name

(c) Correspondence address

Town Postcode
County

(d) Telephone number (inc. national dialling code)

(e) Fax number (inc. national dialling code)

(f) Mobile number

(g) Email address

(h) Please indicate your preferred method of contact

Telephone Fax Mobile Email Letter

Signature Name in BLOCK letters Status Date

Section 3: Declarations

I/we the applicant(s)/agreement holder(s) at section 1, hereby authorise the agent at section 2 to act in the following capacity on my/our behalf and create a legally binding agreement between the agent and myself/ourselves.

Please tick one or more of the following boxes:

- | | |
|------------------------------|--|
| Application Submission Agent | (tick if you want an agent to submit the application on your behalf) |
| Agreement Management Agent | (tick if you want to authorise an agent to be responsible for managing your agreement) |
| Claim Submission Agent | (tick if you want an agent to submit the claim on your behalf) |
| Agreement Payment Agent* | (tick if you want your scheme payments to be paid to an agent) |

* If you are authorising an agent to act as an Agreement Payment Agent an assignment letter must be submitted with each claim. This must provide the name and address of the agent and the individual on whose behalf the agent is acting and the agreement reference, and must give clear instructions that payments should be made to the agent. It must be signed by the individual on whose behalf the agent is acting.

I/we declare that:

- the information given in this form is to the best of my/our knowledge correct and I/we accept full responsibility for it.**

This declaration must be signed by the applicant(s)/agreement holder(s) named at Section 1 of this form.

Signature(s)	Name(s) in BLOCK letters	Date
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WARNING

If you knowingly or recklessly make a false or misleading statement to obtain aid for yourself or anyone else, you risk prosecution (which could result in imprisonment, a fine or both), the loss of all aid paid to you under the scheme(s) in respect of which you have made a commitment, and exclusion from certain schemes for up to two years.

Using and sharing your information

The data controller is Natural England, Foss House, Kings Pool, 1-2 Peasholme Green, York YO1 7PX Tel: 0300 060 1911

Your information will be stored and processed in accordance with the Data Protection Act 1998. This Act gives you, as an individual, the right to know what data we hold on you, how we use it, with whom we share it and for it to be accurate.

It will be used for administering and analysing agreements and claims under the Catchment Sensitive Farming Capital Grant Scheme. It will be circulated and discussed in confidence with those persons or organisations helping Natural England to assess and monitor agreements and claims. Some information will be shared with other grant distribution bodies and Government Departments to enable them to detect fraudulent claims and to co-ordinate the processing of complementary claims. To do this we may have to discuss agreements and claims with third parties or disclose information about funding decisions. As participation in this scheme involves expenditure of public money and there is public interest in how the money is spent, Natural England may make the information you provide publicly available.

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

We will respect personal privacy, whilst complying with access to information requests to the extent necessary to enable Natural England to comply with its statutory obligations under the Environmental Information Regulations 2004, and the Freedom of Information Act 2000.