

# Basic Payment Scheme - 2015

## Application for the Basic Payment Scheme in England BP5



Rural Payments  
Agency

### IMPORTANT

The deadline for us to receive this application is midnight 15 June 2015.

Please read the BPS guidance for 2015, the latest information is on GOV.UK at <https://www.gov.uk/government/collections/basic-payment-scheme>

#### How to fill in this form

- Please use black ink and CAPITAL LETTERS. Do not use pencil or felt-tip pen.
- Do not cross through whole pages or remove pages.
- Guidance on how to fill in this form is on GOV.UK (at the address above)

### If you make a mistake

- Do not use correction fluid. For boxes with an 'X', completely fill in the square box containing the mistake and add your initials and the date. Put an 'X' in the correct box.
- At Part C or Part E you should put an 'X' in the 'Cross to delete line' box, and re-enter the entire line of information on a new line.

### Before returning this form

- Have you filled in all parts of the form? Please make sure you have answered all the questions that apply to you.
- If you are printing this form and returning it on paper. Have you signed and dated the form? If you have not, we cannot pay you.

## Part A : Your business

Single Business Identifier (SBI):

Name of beneficiary:  
(or business name)

## Part B : Payment

- B1** We normally make payments in Sterling.  
If you want to be paid in Euros, put a cross in the box on the right.

☐

Rural Payments Agency, PO Box 352, Worksop, S80 9FG

Rural Payments helpline: [ruralpayments@defra.gsi.gov.uk](mailto:ruralpayments@defra.gsi.gov.uk) or 03000 200 301

The Rural Payments Agency is an Executive Agency of the Department for Environment, Food and Rural Affairs (Defra)

## Part C: Field data sheet

Before you fill in this part, read the BPS guidance for 2015.

Use this part to tell us about your land parcels. Do not mix land parcels from different English Areas on the same sheet. **Do not** put common land field numbers in Part C, you must declare common land in Part E. If you want to delete a line, put an 'X' in the 'Cross to delete line' box (C9).

Line	C1 Your field name (max 8 characters) This column is for your own use	C2 OS Map sheet reference eg SU1234	National Grid field number eg 1234	C3 Total field size (ha)	C4 Maximum area eligible for BPS (ha) (Should be the total field size with all BPS ineligible features removed)
1					
2					
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10					
11					

Total

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This area is for your own use.  
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application.

English area:	
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C5 Part field suffix	C6 Part field size (ha)	C7 Land use 2015	C8 Eligible area you want to claim BPS for (ha)	C9 Cross to delete line	C10 Your checklist
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 1
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 2
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 3
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 4
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<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 6
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<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 11

C8 Total

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1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Total

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<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 2
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<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 2
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 3
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C8 Total

## Part D: Greening: Ecological Focus Areas (EFA)

Before you fill in this part, read pages 37 to 47 of the BPS guidance 2015.

If you need to have ecological focus areas on your land, use this section to tell us about them. You don't need to draw your EFA features or areas on a sketch map or send us an RLE 1 to tell us about them. If you are exempt you don't need to fill in this section.

**If you have any nitrogen-fixing crops, EFA fallow land or buffer strips, you also need to include them in your land use in Part C.**

Line	D1 OS Map sheet reference eg SU1234	National Grid field number eg 1234	D2 Nitrogen-fixing crops (Area in hectares)	D3 EFA Fallow land (Area in hectares)	D4 Buffer strips (Total length in metres)
1					
2					
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8					
9					
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Total



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D5 Hedges in arable land parcel (Total length in metres)	D6 Adjacent hedges (Total length in metres)	D7 Catch crops (Area in hectares)	D8 Cover crops (Area in hectares)	
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<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Total

This area is for your own use.  
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## Part E: Common land grazing rights

Before you fill in this part, read the BPS guidance for 2015.

Use this part to tell us about any common land grazing rights that you have as part of your holding in this scheme year. If you want to delete a line put an 'X' in the 'Cross to delete line' box (E4).

Line	E1 Common land number	E2 Common land name as shown in Common Land Register	
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			

	E3 Type of commons rights	E4 Cross to delete line	E5 Number of rights of this type	E6 Do you own the common?  Yes No	E7 Do you want to activate entitlements?  Yes No	E8 Your checklist
	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <b>1</b>
	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <b>2</b>
	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <b>3</b>
	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <b>4</b>
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	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <b>9</b>
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	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <b>11</b>
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	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <b>13</b>

## Part F : Active Farmer

Before you fill in this part, read pages 7 to 12 of the BPS guidance for 2015

You must answer question F1 if you want to claim BPS.

**F1** Does your business automatically qualify as an active farmer?

Yes

No

☒

☒

(Your business does not operate any of the 5 non-agricultural activities or your 2014 SPS claim was worth €5,000 or less – or would have been if you had applied. Read the BPS guidance for 2015 for more information on the 5 non-agricultural activities)

If 'no' complete F2.

**F2** (If 'no' in question F1) which of the readmission criteria are you applying under? Tick one of the options below.

I have 36 hectares or more of eligible land

My total agricultural receipts were at least 40% of my total receipts in my most recent financial year (no more than 3 years before the year of my application).\*

In my most recent financial year (no more than 3 years before the year of my application) the value of my SPS claim (before any penalties or cross compliance reductions) was equivalent to at least 5% of my total non-agricultural receipts.\*

\*If you are sending an 'Accountant certificate to confirm active farmer status' to prove you qualify as an active farmer, we need to receive this by the claim deadline.

## Part G: Young farmer payment

Before you fill in this part, read pages 52 to 54 of the BPS guidance 2015

**G1** I want to apply for the young farmer payment

Yes

If 'yes' you will need to send us the relevant certification form to prove you are a young farmer by 15 June 2015

☒

## Part H: Applying for entitlements from the national reserve

Before you fill in this part, read pages 52 to 54 of the BPS guidance 2015

**H1** I want to apply for entitlements

Yes

If 'yes' please answer the question below.

☒

**H2** What category are you applying under?

Young farmer

☒

New farmer

☒

If you want to apply to the national reserve, you will need to send the relevant certification form to us by 15 June 2015. Read the BPS guidance for 2015 for more information.



## Part I: Entitlements

**I1** Non Severely Disadvantaged Area Severely Disadvantaged Area SDA Moorland

The total number of entitlements you have in each region on 1 January 2015 should be shown in the boxes above. We will use them to support your claim. These numbers may change if you have sent us an RLE1 form to transfer entitlements, or if someone else has sent us a form to transfer some to you.

If you do not declare enough hectares of eligible land in 2015 to support your entitlements, you could lose them. Read pages 28 and 29 of the basic Payment Scheme guidance for 2015 for more information.

## Part J: Land in more than one part of the UK

Before you fill in this part, read the 'Guidance for farmers with land in more than one part of the UK (England, Northern Ireland, Scotland and Wales)'.

You only need to fill in this section if you are claiming BPS for land in more than one part of the UK.

**J1** If you are applying for BPS in other parts of the UK, put an 'X' in the relevant boxes to tell us which part or parts of the UK you are applying in.

Northern Ireland ☒

Wales ☐

Scotland ☒

**J2** In line with the guidance, if you are applying in more than one part of the UK, please indicate which one of the four paying agencies shown below you would like your claim to be paid by:

Northern Ireland ☒

Wales ☒

Scotland ☒

England ☒

**J3** Please give us any reference numbers you have for other parts of the UK

Northern Ireland

Wales

Scotland

## Part K: Organic land

Before you fill in this part, read page 31 of the BPS guidance 2015. You only need to fill in this section if you have organic land and wish to benefit from the greening exemptions.

**K1** I would like to use the organic greening exemption and I am sending RPA evidence to prove that I have organic land parcels

Yes

☒

## Part L: Other documents that you are sending with your application

**L1** Use this part to tell us which documents you are sending with your application.

<b>A</b>	If you are sending an <i>Accountant Certificate – Active Farmer Status</i> form, put an 'X' in this box.	<input checked="" type="checkbox"/>
<b>B</b>	If you are sending a certificate to prove new or young farmer status, put an 'X' in this box.	<input checked="" type="checkbox"/>
<b>C</b>	If you are sending a <i>Request for changes to the Rural Land Register and for the transfer of entitlements/Entitlements transfer with land</i> form (RLE 1), how many are attached?	<input type="text"/>
<b>D</b>	If you are sending maps (including sketch maps) how many?	<input type="text"/>
<b>E</b>	How many continuation booklets for this form have you attached?	<input type="text"/>
<b>F</b>	How many other documents have you attached?	<input type="text"/>

## Part M: Your declaration and responsibilities

Warnings: RPA can only pay you if you agree with these conditions and comply with them. If you make a false declaration or if you do not tell us about a change to the information in this application, you may be liable to prosecution. A false, inaccurate or incomplete statement or failure to notify RPA of any change to the information given in this application may result in loss of entitlement and/or recovery of any payments made.

Declaration:

I confirm that I am a farmer as defined in Article 4 of Regulation (EU) 1307/2013.

I understand that my holding may be inspected and I must allow access, co-operate and give assistance as requested.

I have told RPA about all the farming business interests held by any members of this business.

I have read and understood all of the relevant guidance information, and confirm that all the details given on the application, including any supporting documents are true, accurate and completed to the best of my knowledge and belief.

I confirm that I have declared all of my land in this application.

I confirm the areas of land on which I am claiming direct payments are or will be at my disposal on 15 May 2015.

I confirm that I am aware of the conditions pertaining to the direct payment schemes in respect of this application.

I confirm that I am meeting the cross compliance rules that apply to me as set-out in the Cross Compliance handbook.

If there is any change to the information in this application, I will tell RPA.

I confirm that this application supersedes any previous application made by me for direct payments (Basic Payment Scheme, Greening and where relevant, young farmer payment) in 2015, and that any such previous application is hereby withdrawn.

All RPA payments must be made directly into the nominated bank account. If you have not given us your bank details, we will not be able to pay you.

I am an accountable person for the beneficiary or an empowered representative

If you are submitting the application on behalf of the beneficiary you are agreeing to the declaration below.

I confirm that I have;

- drawn to the attention of the beneficiary(s) the conditions that apply to this application, including those for cross compliance and greening; and
- made the beneficiary(s) aware that they are responsible for complying with those conditions

### 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 Web site at [www.gov.uk/rural-payments-agency](http://www.gov.uk/rural-payments-agency). In the search box type in full: "Rural Payments Agency Personal Information Charter".

By submitting the application you are agreeing to terms of the declaration.

**You must sign and date your application**



DD/MM/YYYY

Name:

Relationship to Beneficiary: