



## EU Attestation of Equivalence Enrolment of email and postal addresses

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### Notes

- A.** Use this form to enrol your email and postal addresses with the Rural Payments Agency (RPA) before you can apply for a European Union (EU) Attestation of Equivalence (AoE) for the export of hops and hops products to the EU or movement to Northern Ireland (NI), or to amend or replace the email and/or postal address(es) you have previously enrolled.
- B.** Once you have enrolled your details, you will need to apply for an EU AoE for every consignment of Great Britain (GB) hops and hops products that you intend to export to the EU or move to NI.
- C.** RPA cannot issue EU AoEs for hops and hops products grown or processed outside GB. RPA can only issue EU AoEs for hops and hops products whose country of origin is the UK. The requirements for an EU AoE for export to the EU or movement to NI only apply to traders in GB. There are no changes to the requirements for the trading of hops and hops products between NI and the EU.

### Data Protection

The Department for Environment, Food and Rural Affairs (Defra) is the data controller for personal data you give to RPA. For information on how we handle personal data go to [www.gov.uk](http://www.gov.uk) and search 'Rural Payments Agency personal information charter'.

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### Part A – Applicant Details

Name (this should be the applicant's business name or, if the applicant is an individual, the individual's name):

Legal entity:

Telephone number:

Email address:

Date:

Contact name:

Signed (this should be a hand written signature):

## **Part B – Receive hard copies of EU Attestations of Equivalence by post**

RPA will send you a paper copy of the EU Attestation of Equivalence by post. You should provide the postal address you want us to use. This will replace any address you have already sent us.

Authorised postal address:  
(including postcode)

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## **Part C – Receive EU Attestations of Equivalence by email**

To submit applications and to receive EU Attestations of Equivalence by email, you must first register the email address(es) with us. This will replace any email address(es) that you have already sent us.

Authorised email address 1:

Authorised email address 2:

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## **Part D – Send your completed form by post or email to:**

Email: [hops.exports@rpa.gov.uk](mailto:hops.exports@rpa.gov.uk)  
Helpline: 03300 416 500  
Post: Trader Routine Processing  
Room 151, Lancaster House  
Hampshire Court  
Newcastle upon Tyne  
NE4 7YH

Your form must be signed so if you are sending it by email, please make sure that this is a scanned copy which includes a hand written signature.

If you need to update any of your details, you will need to send us another EU AoE Enrolment form.