



Basic Payment Scheme (BPS) 2023 'Young' and 'new' farmer application form

You only need to complete this form and annex (Accountant or Solicitor certificate to confirm 'young' or 'new' farmer status) in England if;

- you are applying as a 'new' farmer for BPS entitlements on land acquired by the 2021 BPS deadline of midnight on 17 May 2021 - any land acquired after this time is not eligible for new entitlements.
- you are a 'young' farmer applying for the first time for the young farmer payment and/or new entitlements on land acquired by the 2021 BPS deadline of midnight on 17 May 2021 - any land acquired after this time is not eligible for new entitlements
- you have previously applied for the 'young farmer payment but there have been changes to the structure of your business since your last successful application

You do not need to complete this form or certificate if you have previously applied for the young farmer payment and there have been no changes to your business structure since your last successful application.

For information about 'young' and 'new' farmers read the Young and new farmers section in the Basic Payment Scheme: rules for 2023 by searching for [BPS 2023](#) on GOV.UK.

Notes about this form:

Do not leave any section blank. If you are not applying under either section B or C, put an 'X' in the N/A box.

To apply for new BPS entitlements as a 'young' or 'new' farmer, fill in Parts A, B and D and ask a registered accountant or solicitor to fill in and sign the certificate at the end of this form. See page 6 for a list of recognised bodies.

To apply for the 'young farmer payment' for the first time, or if you have previously applied but there have been changes to the structure of your business since your last successful application, you need to fill in Parts A, C and D and ask a registered accountant or solicitor to fill in and sign the certificate at the end of the form. This is to provide proof that you are eligible for the 'young farmer payment'.

Send your completed form to: Rural Payments Agency, PO Box 352, Worksop S80 9FG.

We need to receive this completed form, signed by you or someone with relevant permission in the Rural Payments service for your business, by midnight on 15 May 2023. If you need to send the annex or supporting evidence after this deadline, you need to do this early enough for us to receive it by midnight on 9 June 2023.

All relevant parts of this form - including the signed certificate - must be completed before you send it to us.

Part A - Applicant details

Beneficiary / business name

Applicant's full name

Single Business Identifier (SBI)

Business address and
postcode

Part B - Apply for new BPS entitlements

Fill in this part if you want to apply for new BPS entitlements. You must also ask a registered accountant or solicitor to fill in and sign the certificate at the end of this form.

Put an 'X' in the relevant box below – one box only.

I want to apply for new BPS entitlements as a

Young farmer

New farmer

N/A

Part C - Young farmer payment - proof

Fill in this part if you're applying for the young farmer payment in your main BPS 2023 application and your application is one of the following.

a) your first application

b) A subsequent application but the structure of your business has changed.

Put an 'X' in the relevant box above – one box only.

I am supplying proof for the young farmer payment

N/A

Also ask a registered accountant or solicitor to fill in the certificate at the end of this form. Please see the Young farmer payment section in the 'Basic Payment Scheme: rules for 2023', for more information.

Part D - Declaration – you or your representative must fill this in

By signing this declaration, I confirm I have read and understood all of the relevant guidance information and confirm that all the details given in this form are true, accurate and completed to the best of my knowledge and belief.

If signing as an appointed representative, you also confirm you have the appropriate permission in the Rural Payments service to represent the beneficiary and that you have made the beneficiaries aware that they are responsible for complying with the guidance and regulations.

Signed

Print full name(s)

Date

CRN number (if known)

Relationship to beneficiary

(for example, agent, partner, owner, director, sole trader)

A registered accountant or solicitor will need to fill in and sign the certificate at the end of this form. You need to provide them with the relevant supporting documents. See page 7 for types of evidence.

Annex - Accountant or solicitor certificate to confirm 'young' or 'new' farmer status

This certificate must be completed by a registered accountant or solicitor (see list on page 6) and should be submitted with your completed 'Young and New Farmer' form.

Before completing the certificate please read 'Completing the 'Accountant or Solicitor' certificate section in the 'Basic Payment Scheme: rules for 2021, for more information.'

1. Business details

Beneficiary / business name

Applicant's full name

SBI

Business address
and postcode

Report of factual findings to be used to confirm young or new status under the Direct Payment Regulations (Articles 4(1)(a), 30(11)(b) and 50(2) of Regulation 1307/2013(1) and Articles 28(1), (2) and (4), 49(1)(b) and 50 of Regulation 639/2014.

To: Directors of the company/owner or partners of the business (delete as appropriate) I/We have completed this certificate in accordance with the guidance.

The Direct Payments to Farmers (Legislative Continuity) Act 2020 brought the following European regulations governing the 2020 scheme into UK law:

1. Regulation (EU) No 1307/2013 of the European Parliament and of the Council of 17 December 2013 establishing rules for direct payments to farmers under support schemes within the framework of the common agricultural policy and repealing Council Regulation (EC) No 637/2008 and Council Regulation (EC) No 73/2009.
2. Commission Delegated Regulation (EU) No 639/2014 of 11 March 2014 supplementing Regulation (EU) No 1307/2013 of the European Parliament and of the Council establishing rules for direct payments to farmers under support schemes within the framework of the common agricultural policy and amending Annex X to that Regulation, as amended by Commission Delegated Regulation (EU) 2016/141.

2. Head(s) of the holding

a) Give the name of the person (or people who vote together) as the 'head of the holding'

b) Give the % ownership shares (or for partnerships this could be % profit shares) and % votes held by each person named in 2a

2. Head(s) of the holding (continued)

- c) Give the details of any agreement to vote together between the people named in 2a and other members of the business

Confirm the documents you have reviewed for part 2a, 2b and 2c at part 8 'Evidence received'

3. Agricultural activity - this applies to 'new' farmers only

Give the date the head(s) of holding named in 2a set up or took control of the agricultural (farming) business

Confirm the documents you have reviewed for part 3 at part 8 'Evidence received'

4. Agricultural business - this applies to 'young' farmers only

Give the date the head(s) of holding named in 2a set up or took control of the agricultural (farming) business

Confirm the documents you have reviewed for part 4 at part 8 'Evidence received'

5. Date(s) of birth of the head(s) of holding named in 2a

Date of birth (if you need to give more than one date of birth enter them in the box below)

Confirm the documents you have reviewed for part 5 at part 8 'Evidence received'

6. Date the land was acquired if applying for new BPS entitlements

Date the land being used to apply for new BPS entitlements was acquired

This relates to applications for new BPS entitlements only. The land must have been acquired by midnight on 17 May 2021. Confirm the documents you have reviewed for part 6 at part 9. Evidence received, 2) Agricultural Activity.

7. Accountant's / solicitor's liability disclaimer (optional)

8. Accountant / solicitor declaration

Name

Signature

Name of accountant's
/ solicitor's firm

Date

Registered professional body (accountants) - put an 'X' in the relevant boxes below

Association of Chartered Certified Accountants (ACCA)

Chartered Institute of Public Finance and Accountancy (CIPFA)

Institute of Chartered Accountants in England and Wales (ICAEW)

Chartered Accountants Ireland (CAI)

Institute of Chartered Accountants of Scotland (ICAS)

Chartered Institute of Management Accountants (CIMA) or overseas equivalent
(put details of the equivalent in the box below)

Association of International Accountants (AIA)

Association of Accounting Technicians (AAT) or another equivalent accountancy institute or
association which is a member of International Federation of Accountants (IFAC)
(put details of the equivalent in the box below)

Chartered Institute of Taxation (CIOT)

Association of Taxation Technicians (ATT)

We may carry out additional checks to confirm:

- the professional status of the accountant/solicitor as shown above
- any agricultural activity of the applicant in a different or previous business.

Registration number

Practising certificate number

SRA ID number (solicitors)

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. In the search box type in full: 'Rural Payments Agency Personal Information Charter.'

9. Evidence received

Use the check lists below to show the type of evidence that the applicant has provided to support their application. Put an 'X' in the relevant boxes below or on the next page.

Sole traders

1) Head of Holding

One of the following:

VAT registration certificate or income tax return naming the applicant

tenancy agreement, showing the applicant leased the land

evidence of inheritance (land or business)

business bank account statement, naming the applicant as the account holder

business loan agreement naming the applicant as the borrower

annual business accounts, naming the applicant as sole beneficiary.

2) & 3) Agricultural Activity/Business

One of the following:

land deeds or title register showing the date the land was acquired. If applying for new entitlements in relation to purchased or gifted land, this will be required as evidence to prove that the land was acquired by midnight on 17 May 2021.

tenancy agreement with start date. If applying for new entitlements in relation to leased-in land, this will be required as evidence to prove that the land was acquired by midnight on 17 May 2021.

VAT/income tax document showing the date of registration

evidence of inheritance, showing the date

business bank account statement or business loan agreement, including the date it was set up

annual business accounts including the date they were first produced.

4) Date of birth

One of the following:

passport

birth certificate

driving licence.

Other evidence

The above list is not exhaustive. If you've reviewed and accepted other evidence, please put a 'X' in the box and give more details in the comments box below.

9 - Evidence received (continued)

Partnership

1) Head of Holding To prove the applicants are in control of the business

One of the following:

partnership agreement showing the partners and percentage shares/votes held and, where it exists, any variation of previous partnership document showing the changes to the original agreement

legally binding agreement showing business shareholdings

partnership accounts if they demonstrate shares ownership

annual accounts naming the applicants and number of shares/votes held.

2) Agricultural Activity (new farmer) Date the agricultural business commenced

One of the following:

land deeds or title register showing the date the land was acquired. If applying for new entitlements in relation to purchased or gifted land, this will be required as evidence to prove that the land was acquired by midnight on 17 May 2021

tenancy agreement with start date. If applying for new entitlements in relation to leased-in land, this will be required as evidence to prove that the land was acquired by midnight on 17 May 2021

VAT/income tax document showing the date of registration

evidence of inheritance, showing the date

business bank account statement or business loan agreement, including the date it was set up

annual business accounts including the date they were first produced.

3) Agricultural Business (young farmer)

Date the applicant set up or became in control of the agricultural business

One of the following:

partnership agreement demonstrating the date it was agreed and, where it exists, any variation of previous partnership demonstrating the date of variation

legally binding agreement demonstrating the date the agricultural business shareholding was set-up

partnership accounts demonstrating the date the applicant first set-up

annual business accounts including the date they were first produced

annual accounts including the date they were first produced.

4) Date of birth

One of the following:

passport

birth certificate

driving licence.

Other evidence

The above list is not exhaustive. If you've reviewed and accepted other evidence please put a 'X' in the box and give more details in the comments box below.

9 - Evidence received (continued)

Companies registered with Companies House

1) Head of Holding

To prove the applicant is in control of the business

Legally effective document demonstrating the agricultural business shareholdings (this information is likely to be lodged at Companies House).

2) Agricultural Activity (new farmer)

Date the agricultural business commenced

Legally effective document demonstrating the date the agricultural business commenced (this information is likely to be lodged at Companies House).

3) Agricultural Business (young farmer)

Date the applicant set up or became in control of the agricultural business

Legally effective document demonstrating the date the applicant became in control of the agricultural business (this information is likely to be lodged at Companies House).

4) Date of birth

One of the following:

passport

birth certificate

driving licence.

Other evidence

The above list is not exhaustive. If you've reviewed and accepted other evidence please put a 'X' in the box and give more details in the comments box below.

We will check our records to see if we have any evidence to show that the applicant has previously been in control of an agricultural business. Carrying out agricultural activity as an employee of a business or as an agricultural contractor would not count as having had control of an agricultural business.