

Rural Land Changes

**Request for changes to the Rural Payments maps
or for the transfer of land.**

RLE1



**Rural Payments
Agency**

Notes - please read the guidance before you start.

- A** It is quicker to use the Rural Payment service to request changes to your Rural Payments maps or to transfer land (by sale, lease or gift). Go to: www.gov.uk/claim-rural-payments
- B** Please do not use correction fluid. If you make a mistake, please cross through, initial and date it. For boxes with an 'X' completely fill in the square box containing your mistake.
- C** Please use CAPITAL LETTERS and black ink. Do not use pencil. Write only in the spaces provided. Include a covering letter if you have any additional comments.

Part A: General details

Please complete your customer details below.

Single Business Identifier (SBI):

Name of beneficiary:
(or business name)

Rural Payments Agency, PO Box 352, Worksop, S80 9FG
Rural Payments helpline: ruralpayments@defra.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 B: Transfer details

B1 How are you disposing of your land?

Sale/gift
of land

Lease of
land

Inheritance

B2 Please give details of the business to which you are transferring your land.

Single Business Identifier (SBI):

Name of beneficiary:
(or business name)

B3 Land transfers

a If known give the CPH of the business at B2 that the land is being transferred to. Existing CPH:

b Give the effective date of transfer.

c If this transfer is by lease (or sub-lease) give the date that the lease agreement starts.

B4 If this transfer is by lease (or sub-lease) give the date that the lease agreement ends.

B5 If this transfer is the result of a merger or scission of your business put an 'X' in the correct box and fill in B6.

Merger

Scission

B6 If you have put an 'X' in B5, have you sent us an IACS 26 request for the business change or told us about it on the Rural Payments service?

Yes

No

If 'No', this may delay the processing of your transfer

Part C:
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**Part D:
Field transfers and boundary changes**

Line	Existing field data		Action group				
	D1 OS Map sheet reference	National Grid number	D2 Total field size in hectares	D3 Group	D4 Action code	D5 Effective date of change	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

D6 OS Map sheet reference	New field data		D8 Transfer this field	Action group		D10 Mark an 'X' in the box if the land parcel is a common
	National Grid number	D7 Total field size in hectares		D9 CPH number for the land parcel		
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	1
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	2
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	3
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	4
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	5
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	6
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	7
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	8
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	9
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	10
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	11
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	12

**Part D:
Field transfers and boundary changes**

Line	Existing field data		Action group				
	D1 OS Map sheet reference	National Grid number	D2 Total field size in hectares	D3 Group	D4 Action code	D5 Effective date of change	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

D6 OS Map sheet reference	New field data		D8 Transfer this field	Action group		D10 Mark an 'X' in the box if the land parcel is a common
	National Grid number	D7 Total field size in hectares		D9 CPH number for the land parcel		
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	1
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	2
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	3
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	4
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	5
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	6
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	7
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	8
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	9
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	10
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	11
	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>	<input type="checkbox"/>	12

Part E: Supporting documents

E1 Please tell us which of the following documents you have attached, and how many.

Number of RPA maps attached

Number of OS/professionally drawn maps attached

Number of other documents attached

Part F: Your declaration and responsibilities

I confirm that I understand, and have complied with, my obligations in relation to the information I have supplied in this Land Update. I am aware of the guidance and terms and conditions that apply to the scheme(s) to which the land in this Land Update relates and have complied with them. I have read and understood all the relevant guidance information and confirm that the details given in this Land Update, are true, accurate and complete to the best of my knowledge and belief.

If submitting this Land Update as an appointed representative, I also confirm I have the appropriate permission to represent the beneficiary(s) and that I have made the beneficiary(s) aware that they are responsible for complying with the Rural Land Changes guidance and applicable scheme guidance and terms and conditions. I will tell the RPA of any material change to the information given in this Land Update.

WARNING: If you knowingly or recklessly make a false declaration or omit to tell us about a material change to the information given in this Land Update in order to obtain payments to yourself or others, you may be liable to prosecution. A false, inaccurate or incomplete statement or failure to tell us of any material change to the information given in this Land Update may result in delayed, reduced, recovered or withheld payments and/or the termination of scheme agreement(s) that rely upon the information given in this Land Update. You may also be excluded from certain agri-environment or forestry schemes for up to two years.

Signature:

Date:



Customer Reference Number (if known):

Full name:

(BLOCK CAPITALS)

Relationship to
beneficiary:

for example, agent, partner, owner, director, sole trader.

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 rpa.defra.gov.uk, then put 'Personal Data' into the search box.

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