

# Groupage Export Facilitation Scheme (GEFS) application form



Department  
for Environment  
Food & Rural Affairs

To apply for membership of the Groupage Export Facilitation Scheme (GEFS), please complete Parts 1, 2, and 4 of this form. Please ensure that all sections are fully complete as failure to do so may lead to a delay in processing your application.

## Part 1 Contact details of exporting company

Trading name of exporting company \_\_\_\_\_

Registered GB address of exporting company \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of primary contact person \_\_\_\_\_

Position \_\_\_\_\_

Contact phone number \_\_\_\_\_

Contact email address \_\_\_\_\_

Name of secondary contact person \_\_\_\_\_

Position \_\_\_\_\_

Contact phone number \_\_\_\_\_

Contact email address \_\_\_\_\_

## Part 2 Supporting information

To help validate your organisation, please provide at least one of the following:

☐ EORI number \_\_\_\_\_

☐ Companies House number \_\_\_\_\_

☐ VAT registration number \_\_\_\_\_

☐ Other evidence that allows us to validate your organisation (please state) \_\_\_\_\_

**Please provide the details of all premises from which products will be exported:**

- ☐ Products are exported from the registered GB address above

Approval / registration number of premises \_\_\_\_\_

- ☐ Address of exporting premises

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approval / registration number of premises \_\_\_\_\_

*Where products will be exported from multiple premises, please submit all addresses and approval / registration numbers on a separate sheet.*

**Please provide the following details for all manufacturers who will use Support Attestations under the scheme:**

- Manufacturer name
- Registered GB address
- Address and approval / registration number of premises from which the products are delivered to the exporter
  - Where products will be delivered from multiple premises, please submit all addresses and approval / registration numbers
- Summary of products provided by the manufacturer intended for export using the scheme
- Confirmation these products are fully packaged for the final consumer (or will be repackaged directly at the point of sale to the final consumer)
- Date from which the manufacturer has been providing the products to the exporter

*Please use the template attached to this application and continue on a separate sheet as needed.*

### **Part 3 Use of data**

Defra is committed to protecting the privacy and security of your personal information. By signing and submitting this application, you are consenting to the collection and storage of the following personal contact details: your name, your email address and your telephone number. We will only use your personal information for official purposes such as contacting you for information relating to the exporting company.

Defra will not publish your personal data on GOV.UK. You can withdraw your consent for us to use your personal details at any time by emailing [GEFSTeam@apha.gov.uk](mailto:GEFSTeam@apha.gov.uk).

For more information on how we handle personal data, please see the Groupage Export Facilitation Scheme [privacy notice](#) and our [Personal information charter](#).

## Part 4 Applicant declaration

I \_\_\_\_\_, have authority and responsibility to sign this declaration on behalf of the exporting company and confirm:

- ☐ I have read and understood the terms of use for the Groupage Export Facilitation Scheme contained in [its guidance document](#) and will ensure that this company will abide by these conditions.
- ☐ I understand and accept that failure of this company (or of manufacturers supplying Support Attestations for exported products) to abide by this guidance may result in immediate removal from the Groupage Export Facilitation Scheme.
- ☐ I have attached our current manufacturer list who provide the products I plan to export using the Groupage Export Facilitation Scheme.
- ☐ I will ensure Defra has the most recent version of our manufacturer list at all times and failure to submit the most recent list may result in immediate removal from the Groupage Export Facilitation Scheme.
- ☐ I understand that the following details of my organisation will be listed on the list of [Groupage Export Facilitation Scheme members list](#) to allow Certifying Officers to confirm my membership status:
- organisation name
  - address
  - membership number
- ☐ I have read and understood the Groupage Export Facilitation Scheme [privacy notice](#).

Signature

\_\_\_\_\_

Name

\_\_\_\_\_

Position

\_\_\_\_\_

Date

\_\_\_\_\_

### For office use only

Form reviewed by

\_\_\_\_\_

Date

\_\_\_\_\_

Comments

\_\_\_\_\_

\_\_\_\_\_

Groupage Export Facilitation Scheme (GEFS) – Manufacturer List Template

Manufacturer name	Registered GB address	Address of premises from which the products are dispatched to the exporter (if different to registered address)	Approval / Registration number of dispatch premises	Summary of products	Packaged for final consumer	Date from which the manufacturer has been providing the products

Continue on a separate sheet as needed