

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
- Address and approval / registration number of premises from which the products are manufactured
- Address and approval / registration number (if applicable) 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.

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	Address of premises from which the products are manufactured	Approval / Registration number of manufacturing premises	Address of premises from which the products are dispatched to the exporter (if different to manufacturing premises)	Approval / Registration number of dispatch premises (if applicable)	Summary of products	Packaged for final consumer	Date from which the manufacturer has been providing the products

Continue on a separate sheet as needed