**Please read the following notes carefully before completing the application.**

1. This application must be completed in **CAPITAL LETTERS.** It should be signed by all the applicants or, in the case of a partnership or registered company, by a partner or an authorised officer.
2. A separate application must be made for each set of premises used for producing milk.
3. It is important that this application is completed and returned **where there is any change to registration details,** for example, if a change of ownership occurs or when family members join or leave the business or where there is a change to the activity such as production of raw drinking milk.
4. If you require guidance on the completion of this application please contact DAERA on behalf of the Agency at the address at the end of this application.
5. It is an offence to sell milk for human consumption, or for manufacture into products for sale for human consumption, unless the premises are registered as a production holding in accordance with

EC Regulation 852/2004.

#### Section A – General Details

|  |  |
| --- | --- |
| **Reason for application** | **Please tick the appropriate section below** |
| Registration of new milk producer |  |
| Change to existing milk producer details |  |
| Production of raw drinking milk |  |
| On-farm pasteurisation |  |

1. The full names and titles of all applicants (including partners, executors etc) or an authorised officer in the case of a registered company must be given.

|  |  |  |
| --- | --- | --- |
| Surname(s) | Forename(s) | Title(s) |
|  |  |  |
|  |  |  |
|  |  |  |

2. Trading name (if any) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Postal address of milk production premises.

|  |  |
| --- | --- |
|  | |
|  | |
|  | |
| County |  |
| Postcode |  |
| Telephone |  |
| Email |  |

4. Postal address to which reply should be sent if different from 3.

|  |  |
| --- | --- |
|  | |
|  | |
|  | |
| County |  |
| Postcode |  |
| Telephone |  |
| Email |  |

5. Class of stock to be used for milk production (insert number of species in appropriate boxes).

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Cows |  | Goats |  | Ewes |  | Buffaloes |  |

6. Please tick if the milking premises use a private water supply, mains direct or mains via a tank.

|  |  |  |
| --- | --- | --- |
| Mains Direct Mains Tank Private Supply | | |
|  |  |  | |  |  |  |  |  |

7. Are the premises at point 3 of this application currently registered by the Agency or previously by Department of Agriculture, Environment & Rural Affairs?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Yes |  | No |  | (tick as appropriate and if YES complete Section B) |

8. Herd Number

9. Name of milk purchaser.

|  |
| --- |
|  |
|  |
|  |
|  |

10. Subject to registration on what date do you propose to start selling milk?

|  |  |  |
| --- | --- | --- |
|  |  | 20 |

**Important:** You are advised that you should contact DAERA on behalf of the Agency at least 28 working days before you wish to begin selling milk.

**Section B – Change of Registration Details**

1. Milk is currently/was being sold from these premises under registration in the name of

|  |  |
| --- | --- |
| Registration Number |  |

|  |  |
| --- | --- |
| Previous Trading Name (if any) |  |

**Section C – Declaration**

Having set out the particulars of my/our names and the premises I/we occupy, I/we hereby apply for milk registration in accordance with the provisions EC Regulation 852/2004.

|  |  |  |
| --- | --- | --- |
| Signature(s) | Status | Date |
|  |  |  |
|  |  |  |
|  |  |  |

**Please return the completed form to the address below.**

**Date received by Milk Inspector: \_\_\_\_\_\_\_\_\_\_\_\_ Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DAERA PRIVACY NOTICE**

The Department takes data protection, freedom of information and environmental information issues seriously. It takes care to ensure that any personal information received from you is dealt with in a way which complies with the requirements of the General Data Protection Regulations (2016). This means that any personal information you supply will be processed principally for the purpose for which it has been provided.

However, the Department is under a duty to protect the public funds it administers, and to this end may use the information you have provided for this purpose. It may also share this information with other bodies responsible for the audit or administration of public funds, in order  
to prevent and detect crime.

In addition, the Department may also use it for other legitimate purposes in line with the General Data Protection Regulations, Freedom of Information Act 2000 and Environmental Information Regulations 2004.

These include:

* administration of the Common Agricultural Policy and other aid schemes
* administration of the Common Fisheries Policy
* the production and safety of food
* management of land and other environmental controls
* animal health and welfare
* statutory schemes and obligations in the areas of plant health and crop certification
* occupational health and welfare
* regulatory and natural resources policy
* environmental policy
* legislation relating to the Northern Ireland Environmental Agency
* the prevention and detection of fraud or maladministration (e.g. use by The Comptroller & Auditor General and HM Revenue & Customs)
* compilation of statistics
* disclosure to other organisations when required by law to do so
* disclosure under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004 where such disclosure is in the public interest
* administration of UK wide schemes on behalf of the Department for the Environment, Food and Rural Affairs in Great Britain
* business development and knowledge advisory service for farmers, growers and food processors
* for corresponding with you in connection with the above activities

The full DAERA Privacy Statement can be viewed on-line at:

<https://www.daera-ni.gov.uk/publications/daera-privacy-statement-document>