



Office address:

For official use: date received

# Common land and shared grazing Supplementary application

## How to use this form

- **Important:** before you complete this form, please read the Entry Level Stewardship (ELS) handbook, the Higher Level Stewardship (HLS) handbook including the relevant handbook supplements and the Common Land and Shared Grazing: Supplement to the Environmental Stewardship Handbooks. If you need further guidance, please contact the Rural Payments helpline, call 03000 200 301.
- This supplementary application form must be completed if your application for Environmental Stewardship includes common land/shared grazing. It will form part of your application.
- The signatory for this application must complete Sections 1 and 2 and sign Section 4.
- The owner of the common/shared grazing must sign Section 3 (unless there is no owner, or the owner is the signatory for this application, in which case Section 3 should be left blank).
- Please write clearly in **black ink** and BLOCK letters. Any alterations must be initialled and dated. Do not use correction fluid.
- If you require more space for any section please continue on a separate sheet, ensuring that you add the application/agreement reference, sign and date each sheet.
- Please email your completed form to [ruralpayments@defra.gov.uk](mailto:ruralpayments@defra.gov.uk). Or you can post it to your local Rural Payments office (find the addresses online at [Agreement holders' information](#)). You are advised to keep a copy for your records.
- This form is available from the Rural Payments helpline. Call 03000 200 301 to request a 'Common land and shared grazing Supplementary application' form, or you can download and print the form from GOV.UK. Search for: [countryside-stewardship-common-land-and-shared-grazing-supplementary-application](#).

## Data Protection

For information on Data Protection go to [www.gov.uk](http://www.gov.uk) and search for 'Rural Payments Agency Personal Information Charter'.

# Section 1: Details of applicant/agreement holder

1 a Application/agreement reference number

b Name of applicant/agreement holder

Title (Mr/Mrs/Miss/Ms)

Initials

Forename(s)

Surname

c Business name

d Correspondence address

Town

County

Postcode

e Telephone number (including national dialling code)

f Mobile number

g Email address

h Status of applicant (for example, Secretary of association, independent adviser, common/shared grazing owner, committee member or ordinary rights holder)

2 Authorisation for an agent to complete a Common land/shared grazing supplementary application on behalf of the applicant/agreement holder.

a I am an agent completing this form on behalf of the applicant/agreement holder. Yes No

If **No**, please go to Section 2.

b If **Yes** the individual on whose behalf you are completing this form must have authorised you to complete it. If no written authorisation has been supplied previously for this agreement/application, you must submit it with this completed form.

Please tick to confirm if an authorisation letter or form is attached.

Please tick to confirm if an authorisation letter or form has been previously supplied

## Section 2 – Details of the common/shared grazing

**3 a** Name of the common/ shared grazing

**b** Common Land Register Unit  
Number(s)

**c** Does the common/shared grazing have an owner?                      Yes                      No

**d** Please tick to confirm that the whole common/shared grazing has  
been included in the application.

### Section 3: Declarations to be made by the owner(s) of the common /shared grazing or an authorised signatory

Please leave this section blank if the common/shared grazing has no owner or you are the owner of the common/shared grazing.

4 Authorisation for an agent to sign a Common land/shared grazing supplementary application on behalf of the owners of the common/shared grazing.

a I am an agent completing this form on behalf of the owners of the common/shared grazing. Yes  No

If 'No', sign and date the declaration below.

b If 'Yes' the individual(s) on whose behalf you are completing this form must have authorised you to complete it. If no written authorisation has been supplied previously for this agreement/application, you must submit it with this completed form.

Please tick to confirm if an authorisation letter or form is attached.

Please tick to confirm if an authorisation letter or form has been previously supplied

I/we declare that:

- I/we have been made aware of and understand the requirements of the various Environmental Stewardship options that have been chosen by the applicant and consent to any work that these require on the common/shared grazing for the duration of any agreement arising from this application;
- I am/we are not aware of any reason why it should not be possible for the requirements or prescriptions contained in the chosen options to be satisfied for the duration of any agreement arising from this application; and
- I/we understand that the applicant at Section 1 will take responsibility for all matters relating to this application and any subsequent agreement that arises from it.

**This declaration must be signed by the owner(s) of the Common/shared grazing or an authorised signatory.**

Signature	Name (BLOCK letters)	Status	Date

## Section 4: Declaration to be made by the applicant for ELS, Uplands ELS, HLS or combined applications

**Before signing this declaration the applicant must go to reasonable lengths to contact all graziers or persons who are entitled to exercise grazing rights, in particular those actively exercising rights on the land, and provide opportunity for them to comment on the completion of this application.**

I declare that:

- In respect of ELS, Uplands ELS and combined ELS/Uplands ELS applications the customer registration (SBI) for the common/shared grazing includes the names of all persons who will benefit from or contribute to the delivery of the ES agreement. For HLS and combined ELS/Uplands ELS/HLS agreements only I will submit those details as soon as possible following submission of the application. (You must not apply unless you can make this declaration).
- I have read and understood the 'Common Land and Shared Grazing: Supplement to the Environmental Stewardship Handbooks' and its terms and conditions will be incorporated into the agreement by reference;
- I have gone to reasonable lengths to contact all graziers or other persons who are entitled to exercise grazing rights over the common land/shared grazing that is included in this application (from information recorded on the local authority commons register and from my own other reasonably exhaustive enquiries);
- I acknowledge that, if this application leads to an agreement, I will be responsible for doing whatever is reasonably practical to ensure that all such persons now known to me comply with the terms of the agreement; and
- I understand and accept that no authorised person, competent person or delivery body, as defined in regulation 2 of Common Agricultural Policy (Control and Enforcement, Cross-Compliance, Scrutiny of Transactions and Appeals) Regulations 2014 will become involved in any disputes between rights holders in relation to this application or any subsequent agreement, distribution or use of the annual payment or dispute that arises from it, and that in the event of any serious dispute coming to their attention, the Rural Payments Agency, acting on behalf of the Secretary of State, may terminate the agreement.

**This declaration must be signed by either the signatory to the application or by an agent who has written authority from the named signatory.**

Signature	Name (s) in BLOCK letters	Status	Date

### Warning

**If you knowingly or recklessly make a false or misleading statement to obtain aid for yourself or anyone else, you risk prosecution (which could result in imprisonment, a fine or both), the loss of all aid paid to you under the scheme(s) in respect of which you have made a commitment, and exclusion from certain schemes for up to two years.**