

RPA Customer Register

CReg 16

Registration form

RDA Reference number

Notes

- A** To enable your payment to be made, you need to register your details with the Rural Payments Agency.
- B** Return your form to Customer Registration, Rural Payments Agency, PO Box 1058, Newcastle UponTyne, NE99 4YQ.
- C** If you have any questions about this form please contact the RPA Customer Service Centre on 0845 603 7777.

Data Protection Act

Defra is the data controller in respect of any personal data that you provide to the Rural Payments Agency. Your personal information will be protected in line with the Data Protection Act 1998. The information will be used mainly to support the application to which it relates. The information may also be used in line with the Data Protection Act, for other purposes as explained in scheme guidance and on the Access to Information pages on the RPA website. If you have any questions please contact the Customer Service Centre.

Part A – Customer Details

1 Are you already registered with RPA? Yes Go to question 2 No Go to question 3

2 Give your SBI number

3 Enter the name of your organisation

This should be the name in which you claim payments. We will also use this on all correspondence.

4 Give the name of the main contact for the organisation

If you are already registered with the RPA and have completed a CReg 01 the name given here should be that of a legally empowered person. If you have not completed a CReg 01 or are not registered with the RPA the person whose name is given here will have the authority to make any future changes to the registration details of this organisation. This person must also sign the undertakings and declarations at Part C.

5 Give the address you would like all correspondence for the organisation sent to.

Post code

6 Provide contact details

Phone number

Mobile number

E-mail address

7 Give the legal status of your organisation

We can not give you advice or our opinion, on the legal status of your organisation.

Sole Trader Partnership Trust Statutory Body The Crown Limited Company

Limited Liability Partnership Other If other please state

Limited Companies only please provide your Certificate of Incorporation number

Part B – Bank Details

- 1 Do you already have bank details registered with RPA? Yes Go to question 2 No Go to question 3
- 2 Do you wish to change your bank details? Yes Go to question 3 No Go to Part C
- 3 Enter the bank account details for your payments.
Please note these will be the bank details RPA will use for all your payments.

Sort code - -

Account number

Account name

Roll number (Building Society accounts only)

Part C – Undertakings and Declarations

The person or persons who sign below will have the authority to change and obtain details of this account in the future. The form must be signed as appropriate by:

- a sole proprietor must sign in person
- each partner, for a partnership. If there are more than 2 partners please print additional copies of Part C as required
- a director or company secretary
- a trustee

I/we undertake:

- That in the event of any other details supplied in this form changing, I/we will inform RPA of such change as soon as practicable and in event prior to any subsequent claim for payment being made;
- I/we will provide any additional information relating to this form as may be reasonably required by RPA;
- That in the event of me applying for registration in another business I/we will inform RPA of any other business in which I/we have any interest and which is already registered as a business with RPA;
- I/we certify that the information given in this registration form is correct.

Signature

Date

 - -

You will only have a PI if you are already registered with RPA

Name

Personal Identifier (PI)

Capacity of person signing eg sole proprietor, partner, director etc

Signature

Date

 - -

You will only have a PI if you are already registered with RPA

Name

Personal Identifier (PI)

Capacity of person signing eg sole proprietor, partner, director etc