



# 2024 Cattle and Sheep Crofting Group Application Form



Please send completed application form with  
correct remittance to:

**Quality Meat Scotland Cattle & Sheep  
Assurance Scheme**

**Food Integrity Assurance (FIA) Ltd  
Rural Centre  
West Mains  
Ingliston  
Edinburgh  
EH28 8NZ**

**Tel: 0131 609 0558  
Email: [info@foodassurance.co.uk](mailto:info@foodassurance.co.uk)**



For office use only:

Application Review Carried out by:	Date:	Undertake requested Certification work (if no, record reason)
		Yes / No

QMS Assurance Schemes – Cattle & Sheep Application form	Issue 4	March 2024
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The under noted wishes to apply for registration with Food Integrity Assurance (FIA) Ltd who operate the Quality Meat Scotland (QMS) Cattle and Sheep Assurance Scheme on behalf of Quality Meat Scotland (QMS). **Please note the application must be completed IN FULL including the declaration.**

#### BUSINESS DETAILS

Group Business Name:	
Address:	
	Postcode:
Membership Number (if joining a current group membership)	
Tel:	Mobile:
Email:	Business startup date:
<b>CORRESPONDENCE DETAILS</b> (if different from above)	Group Contact Name:
Address:	
	Postcode:
Tel:	Mobile:
Email:	Where did you hear about the Scheme?

Do you require a copy of the current QMS Cattle & Sheep Assurance Scheme Standards? Yes ☐ No ☐

**It is a condition of the Scheme that all applicants sign the following declarations to confirm that they are aware of and will abide by the Terms of the Scheme.**

I (the undersigned) have read the requirements of the QMS Cattle and Sheep Scheme and the QMS Membership Rules. I am fully responsible for the production policy at the unit(s)/sites(s) declared above and hereby wish to apply to join the Scheme. If accepted, I agree to abide by the conditions of membership as detailed in the Membership Rules and also FIA Ltd's Certification Rules and Regulations in relation to the assessment and certification process.

We declare that **WE KNOW** ☐ **DO NOT KNOW** ☐ (please delete/tick as appropriate and give details if relevant below) of any current, past (within the last 5 years) or pending prosecutions relating to my business activities at the time of applying for membership of the scheme. Failure to provide any relevant information may result in refusal or termination of membership.

Details of any prosecutions within the last 5 years must be given below or on a separate page:

We agree to abide by the terms of the scheme, undertake to inform FIA immediately if, for whatever reason, the requirements of the scheme can no longer be conformed to. We will notify FIA of any major changes to the company's business or changes to products prior to these being put on the market.

We agree that the unit(s) will be assessed by a FIA assessor appointed to the scheme and understand that, for the effective running of the Assurance Scheme, it will be necessary for QMS to circulate our membership details (membership number and business details as provided on this application form) to Auction Markets and Meat Plants/Processors, and to list the same on the QMS website for the purpose of verification of the assurance status of our business and the Scotch eligibility status of our livestock.

Signature:.....Print Name:.....Date:.....

Signed on Behalf of/Position:.....

**Please complete the table overleaf with details of all group members. (Please note that the signature of each group member is required before any application will be processed). Your group membership fee is calculated by totaling the number of livestock units from all crofts within the group.**

**The livestock units are based on store and finished cattle and sheep only (do not include any breeding stock).**

**GROUP MEMBERS (between 2 and a maximum of 5, including group contact if applicable)**

Crofter applicants are those who are registered crofters or eligible to apply for crofting grants.

Please note that individual crofters with more than 110 livestock units may not apply for group membership.

QMS Livestock Units (LU): Cattle (1 animal = 1 QMS LU) Sheep (1 animal = 0.1 QMS LU)

GROUP MEMBERS								
Name, Address, Postcode, Telephone Number and CPH Number		Number of cattle - 1 LU			Number of sheep - 0.1 LU		*Do you have any past or current prosecutions relating to your business at the time of applying for membership?	Signature
		Store	Finished	Cast cows	Store	Finished		
							Yes <input type="checkbox"/> No <input type="checkbox"/>	
							Yes <input type="checkbox"/> No <input type="checkbox"/>	
							Yes <input type="checkbox"/> No <input type="checkbox"/>	
							Yes <input type="checkbox"/> No <input type="checkbox"/>	
							Yes <input type="checkbox"/> No <input type="checkbox"/>	
							Yes <input type="checkbox"/> No <input type="checkbox"/>	
	<b>Total</b>						<b>Date:</b>	

\*details of past prosecutions within the last 5 years must be supplied on a separate sheet.

**Application Instructions – A crofting group must consist of between 2 and 5 members.**

Membership runs from 1 April to 31 March annually. Notification of membership renewal and details of next year's membership fee will be issued in advance of the year end.

**Your membership fee is based on the amount of stock marketed annually which is destined for the food chain.**

**CARD**

**2- 5 Members**

Fees	QMS LU	Sub	Vat @ 20%	Total
Band 1	1 – 5	£45.30	£9.06	£54.36
Band 2	>5 - 10	£93.18	£18.64	£111.82
Band 3	>10 - 20	£130.78	£26.16	£156.94
Band 4	>20 – 45	£156.20	£31.24	£187.44
Band 5	>45 – 85	£172.48	£34.50	£206.98
Band 6	>85 - 150	£219.92	£43.98	£263.90
Band 7	>150 – 250	£232.97	£46.59	£279.56
Band 8	>250 – 350	£269.40	£53.88	£323.28
Band 9	>350	£306.34	£61.27	£367.61

**DIRECT DEBIT/BACS**

**2- 5 Members**

Fees	QMS LU	Sub	Vat @	Total
Band 1	1 – 5	£43.27	£8.65	£51.93
Band 2	>5 - 10	£89.18	£17.84	£107.02
Band 3	>10 - 20	£125.77	£25.15	£150.92
Band 4	>20 – 45	£150.21	£30.04	£180.25
Band 5	>45 – 85	£165.09	£33.02	£198.11
Band 6	>85 - 150	£209.47	£41.89	£251.36
Band 7	>150 – 250	£221.87	£44.37	£266.24
Band 8	>250 – 350	£256.38	£51.28	£307.66
Band 9	>350	£290.69	£58.14	£348.83

**Please be aware that where a revisit or spot check is deemed necessary, FIA may charge for this visit.**

**QMS Marketing**

QMS would like to keep you up to date with news, event information and recipe inspiration.

To join our email mailing list (Please indicate) YES ☐ NO ☐

Please complete all details and if paying by Direct Debit, please complete the mandate overleaf. Return the whole form to FIA along with your payment.

Should you wish to pay by BACS please quote your membership number or business name as a reference.

Bank: Bank of Scotland

Sort Code: 80-02-78

Account Number: 00793667

A VAT receipt will be issued when payment has been received (if paying by Direct Debit this will be when funds are drawn).

Please Note: An assessment must be accommodated within 90 days from the date of payment, failure to accommodate an audit within the timeframe will result in re-application to the scheme.

**Please retain this section for your own records.**

***Please consider if you need to print this form, QMS are committed to sustainability; avoiding printing documents saves energy, physical resources, and waste.***



Quality Meat Scotland  
Rural Centre  
Ingliston  
Newbridge  
Midlothian  
EH28 8NZ

Instruction to your bank or  
building society to  
pay by Direct Debit

**Name of account holder**

**Service User Number**

	<b>8</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>5</b>
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**Bank/Building Society account number**

**Reference (please insert your membership no)**

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**Branch sort code**

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**Name and full postal Address of your Bank/Building Society**

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**Instruction to your Bank or Building Society**

Please pay Quality Meat Scotland Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Quality Meat Scotland and, if so, details will be passed electronically to my bank/building society.

Signature

Date

Banks and building societies may not accept Direct Debit Instructions for some types of account

**Direct Debit Guarantee**

This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.

If there are any changes to the amount, date or frequency of your Direct Debit. Quality Meat Scotland will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Quality Meat Scotland to collect a payment, confirmation of the amount and date will be given to you at the time of the request.

If an error is made in the payment of your Direct Debit, by Quality Meat Scotland or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society – if you receive a refund you are not entitled to, you must pay it back when Quality Meat Scotland asks you to.

You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

**BORN & REARED IN SCOTLAND**

Quality Meat Scotland  
The Rural Centre, Ingliston, Newbridge  
Midlothian, EH28 8NZ

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E: [info@qmscotland.co.uk](mailto:info@qmscotland.co.uk)  
[www.qmscotland.co.uk](http://www.qmscotland.co.uk)

