



# QMS Processor Application Form



Please send a completed application form with correct remittance to:

Quality Meat Scotland Processor 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)
QMS Processor Assurance Scheme Application Form	Issue 1	May 2024

The under noted wishes to apply for registration with Food Integrity Assurance (FIA) Ltd who operate the Quality Meat Scotland (QMS) Processor Assurance Scheme on behalf of Quality Meat Scotland (QMS).  
Please note the application must be completed IN FULL including the declaration.

#### BUSINESS DETAILS

Business Name:	
Address:	
Postcode:	Email:
Tel:	Mobile:

#### CORRESPONDENCE DETAILS (IF DIFFERENT FROM ABOVE)

Name:	
Address:	
Postcode:	Email:
Tel:	Mobile:

#### MAIN POINT OF CONTACT INFORMATION

Name:	Email:
Tel:	Mobile:

#### FINANCIAL CONTACT INFORMATION

Name:	Email:
Tel:	Mobile:

#### PRE-ASSESSMENT QUESTIONS

Do you require a copy of the current scheme standards:
Please list any other assurance schemes you are a member of:

#### SCHEME SPECIFIC DETAILS

Scheme specific info:
Weekly Throughput (000kg): < 10 <input type="checkbox"/> 10-20 <input type="checkbox"/> 20-30 <input type="checkbox"/> 30-40 <input type="checkbox"/> 40-50 <input type="checkbox"/> > 50 <input type="checkbox"/>

#### CATEGORY OF PLANT MAKING APPLICATION (PLEASE TICK AS APPLICABLE)

- CATEGORY A ☐ ABATTOIR ONLY
- CATEGORY B ☐ ABATTOIR AND CUTTING PLANT (RED MEAT)
- CATEGORY C ☐ CATERING BUTCHER
- CATEGORY D ☐ CUTTING PLANT

**SPECIES BEING PROCESSED IN PLANT** (PLEASE TICK AS APPLICABLE)

- OPTION 1 ☐ CATTLE
- OPTION 2 ☐ SHEEP
- OPTION 3 ☐ PIGS
- OPTION 4 ☐ OTHER (e.g. DEER)

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.

**DECLARATION**

I (the undersigned) have read the requirements of the QMS Processor Scheme and the QMS Membership Rules. I am fully responsible for the operation 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 FIA Ltd's Certification Rules and Regulations in relation to the assessment and certification process.

I declare that **I KNOW** ☐ / **DO NOT KNOW** ☐ (please delete 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:

I 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. I will notify FIA of any major changes to the company's business or changes to products prior to these being put on the market.

I 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. I understand and agree that my membership details will be listed on the QMS website for the purpose of verification of the assurance status of my business.

Signature.....

Position.....

Print Name.....

Date.....

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 within 30 days of payment being received (if paying by Direct Debit this will be from when the funds are drawn).

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

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

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

Please retain this section for your own records.





Quality Meat Scotland  
4 Redheughs Rigg,  
Westpoint, South  
Gyle, Edinburgh,  
EH12 9DQ

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

<b>Name of account holder</b>	<b>Service User Number</b>					
	<b>8</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>5</b>

<b>Bank/Building Society account number</b>	<b>Reference (please insert your membership no)</b>

**Branch sort code**

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

**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  
4 Redheughs Rigg, Westpoint, South Gyle  
Edinburgh, EH12 9DQ

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[www.qmScotland.co.uk](http://www.qmScotland.co.uk)