

Succession request form

The “Outgoer” and “the Incomer” of property with an Agri-Environment Climate Scheme (AECS) contract (see definitions of each in the ‘Successions’ guidance) should use this form to transfer the land covered by the AECS contract and also complete the required Land Maintenance form (see link below):

<https://www.ruralpayments.org/publicsite/futures/topics/your-business/forms/pf06-land-maintenance-form/>

This form must be submitted within three months of the transfer of the lease or sale of part or all of the land covered by their AECS contract, as per the succession guidance.

Section 1 – Outgoer details

Name of Outgoer

Business name

Business address

Business Reference Number

Main Location Code

AECS Contract reference(s)

If you own the land or are a tenant of land subject to the succession request please go to **Section 2a**.

If you are a Contractual Licensee please go to **Section 2b**.

Section 2a - Land to be transferred

Is **all of the land** in the AECS contract being transferred to the Incomer

<input type="checkbox"/>
<input type="checkbox"/>

Yes, **please go to Section 3.**

No, **see below.**

If **'NO'** and only part of the land in the AECS contract is being transferred to the Incomer, please let us know the individual components of your AECS contract that you are transferring. You should attach a copy of your approved Schedule of Works with the lines affecting the land your are transferring highlighted. This is so the incomer knows exactly the obligations they are taking on. If you do not wish to share the components of your Schedule of Works that refer to the areas of land you are retaining, then please redact these lines. Alternatively, please list the individual components in the table below ensuring you provide a direct copy of the information contained in your current Schedule of Works.

Section 2b - Contract License to be transferred

Is **all of the AECS contract** being transferred to the new Contractual Licensee.

<input type="checkbox"/>
<input type="checkbox"/>

Yes, **please go to Section 3.**

No, **see below.**

If **'NO'** and only part of the AECS contract is being transferred to the new Contractual Licensee, please let us know the individual components of your AECS contract that you are transferring. You should attach a copy of your approved Schedule of Works with the lines affecting the land your are transferring highlighted. This is so the incomer knows exactly the obligations they are taking on. If you do not wish to share the components of your Schedule of Works that refer to the areas of land you are retaining, then please redact these lines. Alternatively, please list the individual components in the table below ensuring you provide a direct copy of the information contained in your current Schedule of Works.

To be completed by the Outgoer when not all of the land holding under the AECS contract is being transferred.
Please enter all AECS Contract 'Schedule of Works' approved items (paid and unpaid) to be transferred to the incomer.

AECS Contract Reference		:						
Claim Year	Option/Item	Location Code	Land Parcel Identifier	Map letter	Unit	Quantity	Value (£)	Paid Y/N

Continue on a separate sheet if necessary.

Section 3 – Confirmation by Outgoer

I/we confirm that I/we are transferring the land parcels in the AECS contract with reference number given in Section 1 and that if only part of the area in the AECS contract is being transferred that we have correctly listed the land parcels to be transferred in the table at Section 2.

I/we agree that the Incomer, once they have signed the AECS contract, will be entitled to claim any remaining capital payments for the options on the land being transferred on or after the date of occupation by the Incomer.

I/we agree that the Incomer, once they have signed the AECS contract will be entitled to claim any annual recurrent management grants on the land being transferred if the date of transfer to the Incomer is on or before 15th May in the year of transfer.

I/we understand that, if the date of transfer to the Incomer is after 15th May in any given year, then the annual recurrent management grant payments, for that year, would be paid to me/us, the Outgoer, on the basis that I/we will have claimed the annual management grants in the claim window (which ends on 15th May) and on the basis that I/we will have met the obligations of that annual management payment.

Signature of Outgoer/Agent/Representative:

Name in BLOCK LETTERS:

Position:

Date of Signing:

Section 4 – Incomer details

Name of Incomer:

Business name:

Business address:

Business Reference Number:

Main Location Code:

Date of transfer of land to Incomer:

Section 5 – Incomer status

Incomer status – Owner/Secure tenancy/crofting tenure/contractual licence

[delete as applicable]

If you are a tenant confirm that you have submitted an AECS Landlord Declaration form

Yes

Not applicable

If crofting sub-tenant confirm that you have submitted a confirmation letter from the Crofter's Commission

Yes

Not applicable

If contractual licensee confirm that you have submitted a signed Contractual Licence and a Landlord declaration form, where applicable.

Yes

Not applicable

Do you have any other AECS Contracts? If so please give their reference numbers:

Name of mandated Agent:
[if applicable]

Agent address:

Agent contact e-mail address:

If there is anything about the AECS successions contract that you do not understand, please contact your SGRPID or SNH Area Office before signing this declaration

Section 6 – Incomer declarations

I/we have read and understood the Agri-Environment Climate Scheme guidance about the options /capital items on the areas being transferred and understand our liabilities in respect of the commitments to maintain and carry out work.

I/we agree to abide by the rules of the Agri-Environment Climate Scheme and the AECS contract undertakings to enable payment of any remaining capital items and/or annual recurrent management grants until expiry of the contract and in respect of Inspections, Monitoring and Reporting.

I/we agree to carry out any required work as stated in the Agri-Environment Climate Scheme contract in relation to the Land Parcels and options/items identified in **Section 2** of this form.

I/we agree that if I/we are purchasing or leasing only part of the land under the AECS Contract, we will include a map that shows the area covered by this succession form and will attach it to this form.

I/we understand that I/we will be wholly liable for any repayment of grants (and any penalty that may have been applied) in circumstances that give rise to reclaim by Scottish Ministers, paid under the AECS contract for the areas being transferred even although these payments may have been paid to a previous owner.

I/we understand that, as the Incomer, and once I/we have signed the AECS contract, I/we will be entitled to claim any annual recurrent management grants on the land being transferred if the date of transfer to me/us is on or before 15th May in the year of transfer.

I/we understand that, if the date of transfer is after 15th May in any given year, then the annual recurrent management grant payments, for that year, would be paid to the Outgoer, on the basis that the Outgoer will have claimed the annual management grants in the claim window (which ended on 15th May) and on the basis that the Outgoer will have met the obligations of that annual management payment.

Signature of Incomer/Agent/Representative:

Name in BLOCK LETTERS:

Date:
