

Application for authority to send licensed material to other licensed persons or organisations



For official use only

Notes

- Send completed forms to:
The Food and Environment Research Agency, Room 10GA01, Sand Hutton, York, YO41 1LZ
- **Enquiries**
Telephone: 01904 465621 Fax: 01904 465628
E-mail: planthealth.info@fera.gsi.gov.uk

Written authority is required from Plant Health Division before any material is sent. Authorisation to move material is valid for 12 months from the date of written authority. Re-application is required on expiry.

Details of licence holder wishing to send material

1. Name of company or organisation	<input type="text"/>
2. Person responsible (as named on licence)	<input type="text"/>
3. Full postal address	<input type="text"/>
	Postcode
Telephone number (inc. national dialling code)	<input type="text"/>
4. Licence number	<input type="text"/>
5. Details of material to be sent	<input type="text"/>

Details of where material is to be sent

6. Name and address of company or organisation to which you intend to send material	<input type="text"/>
	Postcode
7. Licence number held by recipient (if known)	<input type="text"/>

Data Protection

Information provided will be used for the processing of your application. Details will be held in our computer system and will be used to compile statistics on activity in your sector for submission to the EC Commission and for administrative purposes. In emergency situations, such as a pest outbreak, information (including the location of licenced material) may be used by Fera, Defra and other Government Departments or their appointed agents.

Fera may be required to release information, including personal data and commercial information, on request under the Environmental Information Regulations, the Code of Practice on Access to Government Information or the Freedom of Information Act 2000. However, Fera will not permit any unwarranted breach of confidentiality nor will we act in contravention of our obligations under the Data Protection Act 1998.

Fera or its appointed agents may use the name, address and other details on your application form to contact you in connection with occasional customer research aimed at improving the services that Fera provides to you.

Signature	<input type="text"/>	Date	<input type="text"/>
Title (Mr/Mrs/ Ms/Dr/Prof etc.)	<input type="text"/>	Name in BLOCK LETTERS	<input type="text"/>
Status in company or organisation (if appropriate)	<input type="text"/>		

