



Form for use by either a Scheme Applicant or an Agriculture Agent for the purpose of terminating the Authorisation of an Agriculture Agent(s) to submit application(s) online on behalf of that Scheme Applicant.

**APPLICANT'S DETAILS**

**Name:** \_\_\_\_\_

As held by the Department of Agriculture Food and the Marine  
NOTE: If the Herd No. or other Department Identifier is owned in joint names, all parties must sign this form below.

**Address:** \_\_\_\_\_

**Herd Number or other Department Identifier:** \_\_\_\_\_

**AGENT'S DETAILS**

**First Agent Number: AGT** \_\_\_\_\_

**First Agent Name:** \_\_\_\_\_

**Second Agent Number: AGT** \_\_\_\_\_

**Second Agent Name** \_\_\_\_\_

**Currently working on behalf of Agency Name:** \_\_\_\_\_

**Agency Address:** \_\_\_\_\_

Please tick only the relevant box(es) below to indicate the scheme(s) in respect of which you wish to terminate the authorisation:

- BPS/Greening/ANC/Entitlement Related Applications
- Beef Environment Efficiency Programme (BEEP)
- Exceptional Aid Measures
- Organic Farming Scheme
- Green Low-Carbon Agri-environmental Scheme (GLAS)
- Low Emission Slurry Spreading Equipment Scheme
- Organic Capital Investment Scheme
- Pig and Poultry Investment Scheme
- Animal Welfare Safety and Nutrient Storage Scheme
- Tillage Capital Investment Scheme
- Dairy Equipment Scheme
- Young Farmer Capital Investment Scheme

**Agent's/Applicant's Termination request.**

*With effect from \_\_\_\_/\_\_\_\_/\_\_\_\_, I/we wish to terminate the arrangement, previously notified to the Department, between the Scheme Applicant(s) and the Agriculture Agent(s) listed across. Please make the necessary changes to the Department's systems to effect this request.*

*I/We confirm that I/we fully understand that, by submitting this request, the present arrangement between the parties will be terminated with immediate effect, and that the agent(s) listed across will no longer be in a position to submit application forms online on behalf of the applicant(s) or access online any of the applicant's scheme details.*

Signed (Applicant): \_\_\_\_\_

Signed (Applicant): \_\_\_\_\_

Position in Company (where relevant): \_\_\_\_\_

Signed (Agent): \_\_\_\_\_

Date: \_\_\_\_\_

**Only signature of either Applicant or Agent is required. However, other party should be advised.**

**Official Use Only - CCS**

Customer disconnected from Agent no. (Enter Agent No): AGT	Recorded by	Date recorded	/ /
Customer disconnected from Agent no. (Enter Agent No): AGT	Recorded by	Date recorded	/ /



## Data Protection Notice

1. The personal data sought from you is required for the purpose of terminating the arrangement between the scheme applicant and the agricultural agent for the scheme(s) selected on this form. Failure to provide all the personal data required will result in DAFM being unable to terminate the arrangement between the applicant and the agent.
  2. The legal basis for processing this personal data is Article 6(1) (c) of Regulation (EU) 2016/79 of the European Parliament and of the Council of 27 April 2016 (the General Data Protection Regulation) i.e. processing is necessary for compliance with a legal obligation to which the controller is subject.
  3. The data provided for this purpose is in line with our statutory obligations and with current Data Protection legislation.
  4. Information provided on this form will be shared with other Business Areas within the Department to ensure that the agent(s) listed will no longer be in a position to act on behalf of the scheme applicant for the scheme(s) selected. The Department is also currently obliged by law to provide information concerning applicants in response to requests received from the Office of the Revenue Commissioners, An Garda Síochána and other bodies in accordance with current Data Protection legislation.
  5. The data submitted will be retained by DAFM only as long as there is a business need to do so in line with the purposes for which it was collected. It will then be marked for destruction and will be destroyed in line with internal guidelines or guidelines for destruction received from the National Archives Office or associated permissions received from them.
  6. Each individual has data protection rights, which have been further enhanced by the introduction of the General Data Protection Regulation (GDPR) effective from 25 May 2018. These rights, where applicable, are:
    - A right to access, rectify or erase their personal data
    - A right to restriction of processing
    - A right to object or withdraw consent to processing
    - A right to data portability
    - A right to make a complaint to the Data Protection Commissioners Office  
<https://www.dataprotection.ie>
- Further information is available here - [www.agriculture.gov.ie/dataprotection/](http://www.agriculture.gov.ie/dataprotection/)
7. The Data Controller for the collection and processing of all personal data in the Department of Agriculture, Food and the Marine is the Minister for DAFM as a legal entity.
  8. The Data Protection Officer can be contacted in relation to any of your rights outline as above: Data Protection Officer, Data Protection Unit, Corporate Affairs, Department of Agriculture, Food and the Marine, Pavilion A, Grattan Business Park, Dublin Road, Portlaoise, Co. Laois. R32 K857. Email: [dataprotectionofficer@agriculture.gov.ie](mailto:dataprotectionofficer@agriculture.gov.ie)
  9. Technical information on the cookies used on our Department's website is available at the following link: <https://www.agriculture.gov.ie/legalnotices/privacy/>