



Circular 03/2021

19 August 2021

To: GLAS Advisors

Re: New GLAS Transfer application procedure

Dear Advisor,

Please see the attached form (Annex 1 to Circular 03/2021) relating to any request for the transfer of a GLAS contract effective from September 1st 2021. Please note any requests currently on hand will be processed in the old format.

When submitting a request for a change to the GLAS contract applicant details, the relevant section of the attached form must be completed or the transfer will not be processed.

No transfer will be considered unless it is submitted on the attached form. The form may be scanned and emailed to GLAS or submitted by post.

Whichever section of the form is used for the submission it **must** be signed by **all** person(s) requesting the transfer.

Please ensure for all proposed changes that the relationship between all parties is stated.

Section A:

Please use this section for name changes

- Change of name from individual to individual e.g. Parent to son/daughter.
- Adding a name individual and individual e.g. Parent adding son/daughter.
- Changing name from individual to Limited Company, please ensure that all Directors sign the form.

Section B:

Please use this section following the death of a participant.

- A full certified copy of the deceased's Will **must** be submitted with the request.
- If the participant died intestate a transfer request will not be considered. GLAS is not an entitlement but a contract with the participant and it is deemed where no Will has been made, that there is no person entitled to apply, nor in a position to give the necessary undertakings. In this case the GLAS contract will be terminated and payment will be made to the Estate up to the date of death where applicable.
- Where the contract was in joint names and one participant dies, the remaining participant may apply to continue with the GLAS Contract alone.



Section C:

Please use this section if the participant is changing to become part of a Registered Farm Partnership.

- All original participants and all members of the new partnership must sign this section.
- Once a partnership is formed it cannot be dissolved except where a Partnership member is deceased or a Partnership member is removed due to Force Majeure.
- A partnership cannot be dissolved with the intention of forming a Company or to revert back to a single Herd Number.

Yours sincerely

Orla Gilbride

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