

Basic Income Support for Sustainability (BISS)

Transfer of Entitlements – Common Errors

- Failure to apply / apply on time for a transfer of entitlements.
- Failure to include method of transfer on the Transferor Confirmation Signature Form (TCSF) or ETF form.
- Transferor Confirmation Signature Form: not submitted; not signed by all relevant parties; not appropriately witnessed.
- Failure to include additional information e.g. the Constitution in respect of transfers involving companies (it must list directors/secretary of the company).
- Failure to include accurate additional information, e.g. Indemnity on Transferring of Entitlements Forms should be witnessed by Solicitors.
- Transferee is a Herd Keeper - assignment as a Herd Keeper is not sufficient for transferring entitlements. The applicant must be a registered Herd Owner or hold a BPS Transfer Number.
- Failure to do a scission back to the original herds when a merger (non-registered farm partnership) is dissolved.
- Failure to insert lease end date on Transfer Confirmation Signature / ETF form.
- Care should also be taken when checking statements of entitlements where there has been a lease to a person's own company – all correspondence to a herd number shows on that herd number so check the name and address to ensure the entitlements have not reverted.
- Submitting an application using the herd number after a change to the herd owner details has been submitted to the DVO. If you have applied to change the herd number but it has not yet been processed you must submit your application using a temporary reference number. Details on FAQs.
- Purchasing land and entitlements in order to lease them out – entitlements can only be transferred once in a scheme year where they have been purchased and then only to an active farmer. Please see FAQ for further details.
- Failure to check the usage position of a lessee. This could lead to your entitlements being lost through usage. Please see Usage document on Gov.ie/Agriculture for details on usage of entitlements.

We want to help you to make your application without errors. If you have any queries please check the FAQ document on gov.ie/agriculture. If you are still unsure please contact us using the details below.