



**CROFTING COMMISSION
COIMISEAN NA CROITEARACHD**

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Breach of Grazings Regulations

Part 1 - Common Grazing & Contact Details

1 Common Grazing Details (fields marked with an (*) asterisk must be filled in)

*Name of Common Grazing:	
Parish:	
Grazing Reference Number (if known):	
Agricultural Code Number (if known):	

2 Grazing Clerk Details (fields marked with an (*) asterisk must be filled in)

*Surname:		*Title:
*Forename(s):		
*Postal Address:		
		*Post Code:
Daytime Tel No:		
Mobile No:		
E-Mail:		

Part 1 - Common Grazing & Contact Details (Cont'd)

3 Owner of Common Grazing Details

Name of Organisation/Company/Estate (if applicable):	
*Surname:	*Title:
*Forename(s):	
*Postal Address:	
	*Post Code:
Daytime Tel No:	
Mobile No:	
E-mail:	

4 Agent Details for Owner (if applicable)

Factor/Agents Name:	
Postal Address:	
	Post Code:
Daytime Tel No:	
Mobile No:	
E-mail:	

Part 2 – Your Status

5 You must tick ✓ the box that describes you.

(i) I am the Grazing Clerk/Constable

(ii) I am the owner of the common grazing

Please Note: The Commission can only consider applications about alleged contravention or breach of Grazing Regulations from the owner of the common grazing or the Grazing Committee.

Part 3 - Application Details

6 Please give name and postal address for the person the complaint is about

Surname:		Title:
Forename(s):		
Postal Address:		

7 Please give details for the croft or holding associated to the share

Croft/holding Name:		
Parish:		
Croft Reference Number: C/	Agricultural Code Number:	

8 Please give details of the share concerned:

(You should describe the share as a share fraction or as a souming)

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Part 3 - Application Details (Cont'd)

11 Have you raised the issue(s) with the person? Yes No

If 'No', please give reasons for not discussing or contacting the person concerned:

12 What action have you taken in an attempt to resolve the matter?
(You should include copies of any correspondence with the shareholder or dates of meetings held)

13 Please explain your reasons for asking the Commission to investigate the matter?

Part 4 - Applicant Declaration

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**This application is submitted under section 52 of the
Crofters (Scotland) Act 1993 as amended by the Crofting Reform Act 2007.**

Signed _____ **Date** _____
Applicant

PRIVACY NOTICE

The Crofting Commission acts as the 'Controller' of the personal data you provide us with when you complete a Common Grazing form. Under the Crofters (Scotland) Act 1993 we are obliged to collect this information in order to facilitate the processing of your Common Grazing form. Please note that the Commission will be unable to process your form if you do not provide the information requested.

Any data provided by you is part of an open process and may be made available to other parties involved (unless told otherwise). These could include:

- The landlord of the croft
- The owner of the common grazings
- The area assessor
- Any member of the local crofting community
- Any other person with a significant interest
- Third Party Organisations – *RPID (Rural Payments & Inspections Directorate) and the Registers of Scotland.*

Your data will be used to update the Register of Crofts and it may also be released under a Freedom of Information enquiry, subject to any disclosure exemptions under Data Protection Laws.

Your information will be stored in the format received and electronically in the Commission's Crofting Information System (CIS). We will not keep your personal data for any longer than is necessary to complete the relevant processing and in line with our Retention Policy.

If at any point you believe the data we process on you is not accurate, you can request to see it and have it corrected or deleted. If you wish to raise a complaint about how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter. Our Data Protection Officer can be contacted by e-mailing DataProtection@crofting.gov.scot. Further details on the Crofting Commission's Data Protection Policy can be found at www.crofting.scotland.gov.uk/data-protection-act.

For information on submitting a complaint to the Crofting Commission, please visit our website at www.crofting.scotland.gov.uk/complaints. For details of how to complain to the Information Commissioner, please visit www.ico.org.uk.