

APPLICATION FOR APPORTIONMENT OF RUNRIG LANDS

GUIDANCE FOR APPLICANTS

PLEASE READ CAREFULLY BEFORE COMPLETING APPLICATION FORM

HOW TO APPLY:

- 1 Applicants should carry out the initial consultation procedures. You should consult with all crofters who have an interest in the land held in runrig and the landlord. By doing this you will:
 - π reduce the possibility of time-consuming disputes by resolving them informally before you lodge the application;
 - π allow us to reach a decision at an earlier date. You must arrange:
 - a for Part 2 to be completed by all crofters with an interest in the land held runrig; and
 - b for Part 3 to be completed by the landlord or his agent.

In exceptional cases where you are unable to carry out some part of these procedures, you should contact the Commission.

- 2 You must provide (a) an accurate location plan showing the area applied for in relation to any well known local landmarks on the grazings and (b) a scale plan of the area requested detailing the lengths of the boundaries in metres and the total area in hectares. This plan should show any existing boundary fences and the proposed allocation of runrig.
- 3 If the proposed apportionment is situated in a Site of Special Scientific Interest you must consult Scottish Natural Heritage on your proposals and provide us with a copy of any agreement you reach with them.
- 4 If approved, the area must be fenced within two years and the Commission may impose other appropriate conditions.
- 5 Before you start any developments on your croft land, we suggest you contact your local Scottish Government Rural Payments & Inspections Directorate Office (SGRPID) about the new Environmental Impact Assessment (EIA) Regulations.

EIA is a procedure for considering potential environmental impacts of changes in land use. Therefore, if your development plans include changing the use of uncultivated land and/or semi natural areas for agricultural production, you should clarify if your plans will be affected by the EIA Regulations.



**CROFTING COMMISSION
COIMISEAN NA CROITEARACHD**

Apportionment of Lands Held Runrig

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www.crofting.scotland.gov.uk

*This form should be completed in **black ink** and forwarded,
together with relevant enclosures, to the above address.*

PART 1	District/Islands Area: _____
	Parish: _____
	Estate: _____
	Township: _____

LANDLORD(S): Full Name: _____
 Postal Address: _____

LANDLORD'S AGENT OR FACTOR:
 Full Name: _____
 Postal Address: _____

APPLICANTS: Full Names and (1) _____
 Postal Addresses*: _____

 Telephone Number: _____
 (2) _____

 Telephone Number: _____

TO THE CROFTING COMMISSION:

*I/we hereby apply to the Commission, under section 52(8) of the Crofters (Scotland) Act 1993, for apportionment of the runrig lands specified in the statement overleaf among the holders thereof (being the crofters specified in the Schedule overleaf) in such manner as appears to the Commission in the circumstances of the case to be just and expedient.

1	_____	Applicant	_____	Date
2	_____	Applicant	_____	Date
3	_____	Applicant	_____	Date
4	_____	Applicant	_____	Date
5	_____	Applicant	_____	Date
6	_____	Applicant	_____	Date

****If there is insufficient space, please attach a separate list showing full names and addresses of applicants.***

STATEMENT

- 1 What is the total area of runrig land? _____
- 2 a Into how many plots is this land at present divided? _____
- b How are these presently shared?
(Please submit a sketch plan showing the division) _____

- 3 What apportionment do you now propose?
(See Guidance Note 2) _____

Note: Please note that where an application is approved and an Apportionment Order is issued, it is final.

SCHEDULE

Name of Crofters (whether applicants for apportionment or not) who have an interest in the lands held runrig	Name of Croft	Individual Croft Acreage (including) lands held runrig		Annual Rent Payable
		Arable Hectares	Outrun Hectares	

PART 2**TO BE COMPLETED BY ALL CROFTERS WHO HAVE AN INTEREST IN THE LAND HELD RUNRIG****TO THE CROFTING COMMISSION - STATEMENT BY CROFTERS REFERRED TO ABOVE**

I confirm that I have seen Part 1 of the application and relative plan and that I will submit any representations within 28 days.

CROFTER	ADDRESS	NAME OF CROFT	SIGNATURE	DATE

NB: *In terms of the Government's policy on openness, any comments made will be made available to interested parties.*

PART 3 TO BE COMPLETED BY THE LANDLORD

TO THE CROFTING COMMISSION - STATEMENT BY LANDLORD

I confirm that I have seen Part 1 of the application and relative plan and that I will submit any representations on behalf of the Estate within 28 days.

I confirm that the Schedule on Page 2 details all crofters with an interest in the runrig lands.

YES NO

Signed _____ Date _____
Landlord

NB: In terms of the Government's policy on openness, any comments made will be made available to interested parties.