



**CROFTING COMMISSION
COIMISEAN NA CROITEARACHD**

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Division Application By Executor – Croft House Site (Testate Succession only)

There is a requirement to register your croft land,
please read Section 1 in the guidance notes:

Requirement to Register your Croft Land

OFFICE USE ONLY CASE No:

CROFT AND CROFTER DETAILS

ALL FIELDS MUST BE COMPLETED

1 Croft and Deceased Crofter Details

Croft:

Parish:

Crofting Commission Register Number

Registers of Scotland
Register Number (where registered):

Main Location
Code (MLC):

Name of Deceased Crofter:

Date of Death: / / (please give day, month and year)

2 Executor Details

Surname:

Title:

Forename(s):

Main Residential Address:

Postcode:

Telephone:

Alternative Telephone:

E-mail Address:

I agree to communication regarding this application by e-mail Yes No

3 Agent Details for Executor (if applicable)

Name:

Postal Address:

Postcode:

Telephone:

Alternative Telephone:

E-mail Address:

I agree to communication regarding this application by e-mail Yes No

4 Landlord Details (details of additional landlords should be entered on Appendix 1)

Name of Organisation/Company/Estate:

Surname:

Title:

Forename(s):

Postal Address:

Postcode:

Telephone:

Alternative Telephone:

E-mail Address:

**5 Agent Details for Landlord (if applicable)
(Agent details for other landlords should be entered on Appendix 1)**

Name of Organisation/Company/Estate:

Surname:

Title:

Forename(s):

Postal Address:

Postcode:

Telephone:

Alternative Telephone:

E-mail Address:

APPLICATION DETAILS

Please read Section 3 – Application Details of the guidance before responding to the following

6a Please provide the names and addresses of the legatees

Legatee 1 (Site of the dwellinghouse)

Surname:	Title:
Forename(s):	
Date of Birth ¹ :	
Main Residential Address:	
	Postcode:
Telephone:	
Alternative Telephone:	
E-mail Address:	
I agree to communication regarding this notification by e-mail <input type="checkbox"/> Yes <input type="checkbox"/> No	

Legatee 2 (Remainder of croft land excluding house site)

Surname:	Title:
Forename(s):	
Date of Birth ¹ :	
Main Residential Address:	
	Postcode:
Telephone:	
Alternative Telephone:	
E-mail Address:	
I agree to communication regarding this notification by e-mail <input type="checkbox"/> Yes <input type="checkbox"/> No	

¹ The Act was amended on 1 October 2011 to include the requirement that the age and date of birth of the tenant of each croft shall be entered in the Register.

6b Are any of the legatees under 16 years old?

Yes

No

If **'Yes'**, please provide their guardian's details:

Name of Legatee under 16 years old

Surname:

Title:

Forename(s):

Date of Birth¹:

Main Residential Address:

Postcode:

Telephone:

Alternative Telephone:

E-mail Address:

I agree to communication regarding this notification by e-mail

Yes

No

¹ *The Act was amended on 1 October 2011 to include the requirement that the age and date of birth of the tenant of each croft shall be entered in the Register.*

Your division application must be accompanied by a map showing the boundaries of the croft and identify the areas to be divided. Please read Section 3.1 – Mapping Information in the guidance.

- 7** Please provide details of each of the proposed new crofts resulting from the division of the existing croft (please make sure this matches up with the information provided on the map accompanying your application). **N.B. Croft names and revised rent details should be agreed with the croft landlord.**

If the croft house site area significantly exceeds 0.15ha, a general division application should be used.

	Name	Extent	Revised Rent
House site (Croft 1)			
Croft 2			

8 Is the house wind and watertight and fit for human habitation?

Yes

No

9 Please use this space to provide us with any additional information in support of your application that you consider may be helpful to the Commission in reaching its decision:

ACCESS

Please read section 4 – **Access** of the guidance before responding to the following

- 10** Please provide as much information as possible of the current or proposed access provision including details such as width, gates, condition and any consents obtained or that may be required together with supporting evidence:

- 11** Is the house site you have applied to divide enclosed separately from the remainder of the croft or common grazings (e.g. with existing fences/walls)? Yes No

If **Yes**, please provide details:

EXECUTOR/AGENT PLEASE SIGN THIS DECLARATION

12 I confirm that I have carried out the following in connection with this application:

- I have enclosed a copy of each of the legatees' notifications to the landlord that they have accepted the bequest.

13 Declaration

This application is submitted under section 9 and section 10(4A) of the Crofters (Scotland) Act 1993 for consent to divide the croft.

I declare that:

To the best of my knowledge, the information I have given in this application is correct;

Signed _____ **Date** _____
Executor/Agent

What Happens Next?

- When we receive this application, we will send the applicant or their agent an acknowledgement letter within 5 working days.
- Our decision can be appealed to the Scottish Land Court within 42 days from the date we notify interested parties of our decision.

APPENDIX 1

Additional Landlord Details

Name of Organisation/Company/Estate (only if applicable):

Surname:

Title:

Forename(s):

Postal Address:

Postcode:

Telephone:

Alternative Telephone:

E-mail Address:

Additional Agent Details for Landlord (only if applicable)

Name of Organisation/Company/Estate (only if applicable):

Surname:

Title:

Forename(s):

Postal Address:

Postcode:

Telephone:

Alternative Telephone:

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