

BACS
BACS

**USING THE BANKERS AUTOMATED CLEARING SYSTEM (BACS)
TO ALLOW A BUSINESS TO RECEIVE PAYMENTS **IN STERLING** OR
EUROS****

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Your questions answered on
completion of a BACS 2009 Form

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******You must have a separate account to receive payments in Euros. Any Euro payment made to a sterling account will either be returned or you may incur a bank charge.

1. What is BACS?

The Bankers Automated Clearing System (BACS) is an electronic system that provides a quick and secure method of making payments to Bank or Building Society accounts. BACS is well established, highly efficient and handles millions of payments every day.

2. What are the advantages of using BACS?

BACS will normally provide cleared payments in to your Bank account three working days after SGRPID has processed the payment. Payments into a Building Society account may take a day longer. SGRPID will still send you an advice note by post containing relevant details and providing a telephone contact point in case you have any queries.

Any information you provide is covered by the Data Protection Act (DPA) 1998. BACS information cannot be disclosed without your consent in the form of a properly executed mandate authorising us to do so. The BACS detail you provide will only be used to enable us to make grant/subsidy payments to your business.

3. Why BACS?

As part of its goal of improving service to Scottish rural businesses, SGRPID now makes all IACS & SRDP schemes subsidy payments only by BACS. It is essential you complete and return a BACS form to your local SGRPID Area Office early enough to allow us to ensure any payments you are due are not delayed.

4. Who should complete the BACS form?

Payments under all schemes will be made only to the nominated BACS account of the business which submits a claim for payment. The representative of the business who completes the Single Application Form (SAF) or other relevant scheme applications should also complete and sign the BACS form. Agents who are authorised by the business can only complete a BACS form on behalf of the business after they have submitted an AA1 form (Agent Authorisation) to their local SGRPID Area Office.

5. My account details have changed. How do I inform SGRPID?

Blank BACS forms - BACS 2009 (Sterling or Euro) - are available from your local SGRPID Area Office or online.

<http://www.scotland.gov.uk/Topics/Agriculture/grants/Schemes/18148/BACSform>

The BACS form for payment in **Sterling £** should be sent to your local SGRPID Area Office.

<http://www.scotland.gov.uk/Topics/Agriculture/grants/Schemes/18148/BACSeuroForm>

The BACS form for payment in **Euros €** should be sent to the SFP Team, SGRPID, Room 209, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY.

6. You must have a separate account to receive payments in Euros.

Please note that any Euro payment made to a Sterling account will either be returned or you may incur a bank charge.