|  |  |  |
| --- | --- | --- |
|  | Request for an operating number for a producer, distributor, importer or exporter of chemical fertiliser  | MB-210521 |
|  | ///////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////////// |
|  | **VLM West Region (West and East Flanders)** - identificatie.west@vlm.be* Velodroomstraat 28, B-8200 BRUGES ‒ **T** +32 (0)2 543 76 29: choose 6 from the menu
* Koningin Maria Hendrikaplein 70, box 75, B-9000 GHENT - **T** +32 (0)2 543 76 29: choose 6 from the menu

**VLM East Region (Flemish Brabant, Antwerp and Limburg)** - identificatie.oost@vlm.be* Cardijnlaan 1, B-2200 HERENTALS - **T** +32 (0)2 543 76 30: choose 6 from the menu

Visiting hours: by appointment | *To be completed by the Mestbank*date of receipt |
|  |
| operating number |
|  |
|  | **What is this form for?**Producers, distributors, importers or exporters of chemical fertiliser can use this form to request an operating number from the Mestbank. **To whom do you send this form?**Send this form to the Mestbank in your province, preferably by e-mail. You will find the e-mail address of the Mestbank in your province at the top of this form.**What obligations do you have vis-a-vis the Mestbank as a producer, distributor, importer or exporter of chemical fertiliser?**As an operator who produces, distributes, imports or exports chemical fertiliser and supplies it to distributors or farmers, you must keep records of the quantities and types of fertiliser that you import, export, distribute or supply to farmers. You must report this annually to the Mestbank.  |
|  |
|  | Details of the operator |
|  |
| 1 | Fill in your details.The official name and address must match the information on your identity card, in the Articles of Association or in the Crossroads Bank for Enterprises. |
|  |
|  | official name |       |
|  | street and number  |       |
| postal code and municipality |       |
|  | telephone number |       |
|  | mobile |       |
|  | fax number |       |
|  | e-mail address |       |
|  |
| 2 | Do you have a company registration number?*The company registration number is the VAT number with the number 0 in front of it.* |
|  | [ ]  | yes *.* **Enter your company registration number on the right.** |      | . |     | . |     |  |
|  | [ ]  | no  |
|  |

|  |  |
| --- | --- |
| 3 | Enter the name and the national register number of the directors and partners. |
|  |
|  |  | **first and last name** | **National Register number** |
|  | person 1 |       |       |
|  | person 2 |       |       |
| person 3 |       |       |
|  |
|  | Details of the operation |
|  |
| 4 | Enter the address of the operation. |
|  |
|  | street and number |       |
|  | postal code and municipality |       |
|  |
| 5 | When did you start the operation? |
|  | day |    | month |    | year |      |  |
|  |
| 6 | What is the amount of fertiliser produced or traded in your operation on an annual basis, expressed in kg N? |
|  |
|  |       | kg N |
|  |
|  | Signature |
|  |
| **7** | Complete the statement below.If you are submitting this form as a legal entity, please have everyone who is legally liable for the legal entity or who holds a managerial position in the legal entity co-sign this form. |
|  | I declare on my word of honour that all the information on this form is correct. |
|  | Date | day |    | month |    | year |      |  |
|  |
|  |  | first and last name | signature |
|  | signatory 1 |       |       |
|  | signatory 2 |       |       |
|  | signatory 3 |       |       |
|  | signatory 4 |       |       |
|  |
|  | Guarantee of protection of personal data |
|  |
| 8 | *The Vlaamse Landmaatschappij, abbreviated to the VLM (limited liability company, Koning Albert II-laan 15, 1210 Brussels, 0236.506.685, RPR Brussels) processes your personal data in the context of the legal obligation included in the Fertiliser Decree (Article 23, §1 , first paragraph, 5 °).**The data may be exchanged with other governments or authorities if there is an authorisation or a protocol for this, drawn up in implementation of Article 8, §1, of the Decree of 18 July 2008 on electronic administrative data traffic, and to be consulted on the website of the VLM, under the heading '* [*About us*](https://www.vlm.be/nl/themas/over_VLM/Paginas/default.aspx)*', sub-heading '* [*General policy in the field of data processing and protection*](https://www.vlm.be/nl/themas/over_VLM/Privacy/Paginas/default.aspx)*'. You can also find our policy with regard to the processing of personal data there. If you have any questions or comments on this matter, you can report them by e-mailing* *FG-VLM@vlm.be* *. In addition, you can always e-mail us to ask what personal data we process and you can have incorrect data corrected. In that event, we will request proof of your identity so that we do not communicate your data to anyone who is not entitled to it.     If you have any questions about how we process your data and how you can exercise your rights, you can contact the data protection officer of the VLM by sending an email to* *FG-VLM@vlm.be* *or sending a letter to the Vlaamse Landmaatschappij,* *Data Protection Officer, Koning Albert II-laan 15, 1210 Brussels. If you do not agree with the way in which we process your data, you can appeal to the Gegevensbeschermingsautoriteit, Drukpersstraat 35, 1000 Brussels or contact@apd-gba.be.* |