**UK Grain Testing Network – Bean Ring Check**

**Period:** **1st June 2020 – 31st May 2021**

If you wish to take part in the new UK Grain Testing Network Bean Ring Check scheme for the period above, please fill in your details below, sign and date the form and return it to the contact details at the bottom of the page. **All replies should be returned by close of business Sunday 19th July**. Please see the next page for annual subscription fees and some explanatory notes. You will need to return one copy of this form for each Instrument that you wish to take part in the ring check scheme. Please note: This is a NOT an invoice. We do not require payment yet but if your accounts department require a PO number before paying the invoice that we will send later, please let us have this now by filling it in on the form below.

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|  |  | | **Notes** |
| Network Number |  | | **If you are already part of the Grain Network either as a ‘Full Member’ or taking part in one of our existing ‘Ring Check Only’ schemes then you can just put your network number on this page. We do not need you to fill out full contact details again.** |
| Company Name |  | |
| Site |  | |
| **Name to appear on reports**  (See Terms and Conditions) | Note: Your Network Number will not be displayed beside your name. | |
| Instrument Make |  | |
| Instrument Model / Serial |  | |
| Primary Contact Name |  | |
| Primary Contact Number |  | |
| Primary Contact Email |  | |
| Address |  | |
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| Secondary Contact Name and Email |  | |  |
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| **Ring Checks Required**  (Please see next page for details of the service and fees) | | | |
| Beans – Moisture Only for 2020-2021 | | ✓ |  |
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| **Accounts Details** | | | |
| Accounts To: |  | |  |
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| **Purchase Order Number:**  **Please note: if you do not quote a PO number here you will receive an invoice giving your name and the date below as a reference.** | |  |

Please print and sign both pages and either: Scan and e-mail to [Paul.Allison@Sciantec.uk.com](mailto:Paul.Allison@Sciantec.uk.com) ***or*** Fax to 01757 668320 ***or*** Post to Paul Allison, Sciantec Analytical, Stockbridge Technology Centre, Bishopdyke Road, Cawood, North Yorkshire, YO8 3SD.

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| Members signature to confirm above requirements | Print Name | Date |
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**Explanatory Notes:**

**Ring Check**

* + **Beans**: 4 ring checks per year (Sep, Nov, Dec, Mar) each with 3 samples.

**Subscription Fees: 1st June 2020 to 31st May 2021**

The table below gives the current subscription fees which are reviewed annually. Participants pay a base cost plus a charge per commodity or extra test that they sign up for.

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| Ring Check Only: | Base Cost | £97 |  | **If you are already part of the Grain Network either as a ‘Full Member’ or taking part in one of our existing ‘Ring Check Only’ schemes then you will NOT be invoiced for a second ‘Base Cost’ on an existing instrument.** | | |
| Commodities: | Beans | £95 |  |
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Following receipt of a signed renewal form from you, invoices will be sent in June / July from UK Grain Testing Network, c/o Cawood Scientific Ltd., Coopers Bridge, Braziers Lane, Bracknell, Berkshire RG42 6NS. Invoices will be raised under VAT number GB 211 0970 53

**Terms and Conditions:**

* The UK Grain Testing Network is a user group managed by a steering committee drawn from the membership. It will endeavour to diligently follow the correct and appropriate scientific protocols. The Steering Committee, its individual members and the Technical Administrator cannot be held liable for any Network member’s civil, commercial or financial losses arising from participating in the Network Ring Check scheme.
* Ring Checks are subscribed to for the full Network year on a per instrument basis (i.e. no rebates will be given for early withdrawal or for multiple instruments at a single site)
* Taking part in the Ring Check is only one part of good laboratory practice. Participants should run their own daily IQC checks, cross checks and take part in other ring checks according to their operational needs. Participants should familiarise *themselves* with the accuracy and precision of the reference methods and use results appropriately (See Handbook).
* Before signing this form, please read the attached UKGTN Handbook.
* Company and Site names of participating companies will be listed on the network website, but names will not be associated with Network Numbers.
* If you have any queries please contact the UKGTN Technical Administrator, Vic Cameron on 0333 301 1241 or [admin@ukgrain.org](mailto:admin@ukgrain.org).
* Payment is required within 90 days of the generation of the invoice.
* The Network reserves the right to suspend membership if payment is not received within 90 days. Suspension may involve: Ceasing to supply Ring Check Samples, removing your ability to access the PT Portal.
* **Unless a completed, signed copy of this form is received, you will not receive future ring check samples. Your details will also be removed from the list of participants on the UKGTN website.**

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| Members signature to confirm acceptance of T & C | Print Name | Date |
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