

Date: \_\_\_\_\_

Farm name and contact address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To

Ravensdown Customer Centre  
Ravensdown Limited  
P O Box 1049  
Christchurch 8140

To whom it may concern,

**Written Notification of Competent Person for Tracked Substances**

This letter is to confirm that (Farm Name: \_\_\_\_\_) has a competent person at the workplace who will accept responsibility for tracked substances.

Competent Person Name: \_\_\_\_\_

Position: \_\_\_\_\_

Contact Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please note we have also enclosed a copy of the Certified Handler Certificate/valid Approved Handler Certificate/training record for the competent person and the Hazardous Substance Compliance Certificate for this location (if required).

Yours sincerely,

(Signature required)

Name: \_\_\_\_\_

Position : \_\_\_\_\_

Farm/Business Name: \_\_\_\_\_

Encl;

Certified Handler Certificate/valid Approved Handler Certificate/training record  
Hazardous Substance Compliance Certificate (if required).