

Application for Abatement of Rates on Vacant Premises

Please use BLOCK CAPITALS

Fields Marked * Must be Completed

Premises

Rate A/C No.

Period of Vacancy claimed From* To*

**Must be valid date (dd/mm/yy)*

Vacancy on entire premises or part thereof? Entire Part %

Applicant Name CRO No*

Applicant Address

Applicant status (agent, landlord, etc) Email

Eircode*

Telephone Mobile

Owner Name (if different)

Owner Address

Eircode*

Telephone Email

Complete **A** or **B** as appropriate.

Applications without supporting documentation will not be processed.

A) Vacancy due to inability to obtain a suitable tenant

Letting Agent

Date premises placed with Letting Agent Rent Sought Proofs included?

*Documentary evidence from letting agent confirming the vacancy dates **must** be provided, including a letter detailing the letting dates, copies of advertising, brochures, etc.*

B) Vacancy due to execution of alterations/repairs

Name of Contractor

Date of commencement of works Proofs included?

*Documentary evidence from architect/contractor confirming the vacancy dates **must** be provided, including a letter detailing the scope/dates of the works, planning permission, etc.*

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This section must be completed if the premises is currently occupied

Tenant Name	<input type="text"/>	CRO No*	<input type="text"/>
Tenant Address (if different)	<input type="text"/>		
Date of occupancy	<input type="text"/>	Email	<input type="text"/>
Telephone	<input type="text"/>	Mobile	<input type="text"/>

STATUTORY DECLARATION

I,
residing at

do solemnly and sincerely declare that I am the owner (or person entitled to occupy) the above mentioned premises and the said premises was unoccupied for the period stated for the following reason: *(Tick box as appropriate)*

Unable to obtain suitable tenant at reasonable rent	<input type="checkbox"/>
Execution of additions/alterations/repairs to premises	<input type="checkbox"/>

I therefore claim a refund or allowance of such proportion of the County Rate as the law in that behalf provides and I declare that all information supplied is true and accurate.

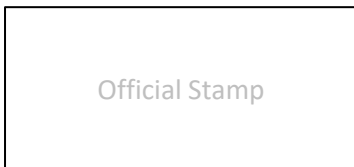
And I make this solemn declaration, for the satisfaction of Dún Laoghaire-Rathdown County Council, conscientiously believing the same to be true, and by virtue of the Statutory Declaration Act, 1938.

Signature of Applicant: _____

Declared before me by: _____

Signature of Peace Commissioner/Solicitor _____

at (address of offices) _____



This _____ day of _____

Peace Commissioner/ Solicitor
for the County of _____

Note: This declaration, when completed, may be scanned and forwarded via email to **rates@dlrcoco.ie** or sent by post to: **Rates Section, Dún Laoghaire-Rathdown County Council, County Hall, Dún Laoghaire, Co. Dublin.**

*It should be further noted that any monies owing to Dún Laoghaire-Rathdown County Council can be **offset from any refund allowed**. Any rates becoming due while a claim is being considered should be paid.*

For Office Use Only:

I confirm that the application details are correct and the vacancy abatement is appropriate for the period from/...../..... to/...../..... Rate Collector:
Date: