



APPLICATION FOR REFUND OF RATES ON VACANT PREMISES

PLEASE COMPLETE IN BLOCK LETTERS

Premises:

Rate Account No.

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Period of Vacancy being claimed

From: ____/____/____

To: ____/____/____

**Floor Area & Description
of premises:**

Is vacancy on entire premises or part thereof:

Entire

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Part %

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Applicant Details:

Name:

Address:

Telephone No:

Email:

Owner Details:

Name:

Address:

Telephone No:

Email:

Complete either Part A or B as appropriate

PART A - Vacancy due to an inability to obtain a suitable tenant

Letting Agent Details	Date property placed with Letting Agent

Requires written confirmation of active marketing from Letting Agent

PART B - Vacancy due to execution of alterations or repairs to premises

Name of Building Contractor:	Renovation Details	
	Commenced on	Completed on
Works Description:		

Requires written confirmation of works undertaken and duration from Architect/Building contractor

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This Section Must Be Completed If the Premises Is Currently Occupied

Name of Tenant:

**Address of
Tenant:**

**Date of
occupancy:**

Telephone No:

Email:

STATUTORY DECLARATION

I (BLOCK LETTERS)

Residing at:

being the owner/applicant/agent for owner/agent for applicant do solemnly and sincerely declare that the premises, subject to this application, was unoccupied for the period stated and for the reason stated at either Part A or Part B on page 1. I therefore claim a refund **or allowance of such proportion of the County Rate as the law in that behalf provides.**

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

Signature of Applicant: _____

Declared by applicant (BLOCK LETTERS): _____ before me

Peace Commissioner or Solicitor (BLOCK LETTERS): _____

Signature: _____ **Date:** _____

P.C/Solicitor Stamp

Post or email completed form to:

Finance Department, Fingal County Council, PO Box 174, County Hall, Main Street, Swords, Co Dublin K67 X8Y2. e-mail: rates@fingal.ie

OFFICE USE ONLY:

I confirm that the application details are correct and the vacancy refund is appropriate for the period from
____/____/____ to ____/____/____

Rate Collector

____/____/____
Date