



APPLICATION FOR ABATEMENT OF RATES IN RESPECT OF VACANT PROPERTY

Commercial Rates remain payable on vacant property. An abatement of Commercial Rates will be considered where the criteria set out in either Part 2 (A), (B) or (C) are met. The amount of vacancy relief that can be claimed is related to the annual rates charge on the property and on the vacancy dates. You will find your account details on your Rates Invoice. Incomplete forms will not be processed and may be returned.

PART 1 PLEASE COMPLETE IN FULL

Property Details

LAIID Number or Valuation Number:		(See rates bill)
Property Address:		
Property Eircode:		

Applicant Details

Customer account number:		(See rates bill)
Applicant name:		
Applicant address: (if different from above)		
Phone no:		
E-mail address:		
Date of vacancy:	From:	To:

Reason the Property is/has been vacant:

A) It has not been possible to find a suitable tenant	Complete Part 2(A)
B) It has been necessary to carry out additions, alterations, or repairs	Complete Part 2(B)
C) Property is vacant pending demolition or redevelopment	Complete Part 2(C)

PART 2(A): PLEASE COMPLETE WHERE VACANCY IS DUE TO BEING UNABLE TO FIND A SUITABLE TENANT

Has the property been advertised for sale/letting?	Yes / No
Name of Auctioneer/Letting Agent:	
Address of Auctioneer/Letting Agent:	

You must include supporting documentation such as an Auctioneer's letter, newspaper or online advertisements or other proof of the premises being advertised to let for the entire period of vacancy claimed.

PART 2(B): PLEASE COMPLETE WHERE VACANCY IS FOR THE PURPOSE OF REFURBISHMENT, REPAIRS, ETC

Nature of repairs/refurbishment:		
Name & address of contractor:		
Dates of works:	Commenced:	Completed:
Planning file number (if applicable):		

You must include supporting documentation such as a contract for works, contractor's invoices, photographic evidence, and any other relevant documentation which details work undertaken.

PART 2(C):**PLEASE COMPLETE WHERE VACANCY IS FOR THE PURPOSE OF DEMOLITION OR RE-DEVELOPMENT**

Please advise nature of works:

You must include supporting documentation such as photographic evidence, and any other relevant documentation.

All personal data collected is in compliance with the requirements of the General Data Protection Regulation 2018 and Data Protection Acts 1988 to 2003.

I hereby declare that:

1. I am the owner, or an agent appropriately delegated to act on their behalf of the above-named property.
2. The details furnished above are true, accurate, correct and complete to the best of my knowledge and belief, in that the premises were completely unoccupied during the period claimed.
3. I undertake to notify Clare County Council if there is a change of circumstance relating to these premises between now and December 31st (if applicable).
4. No use was made by me of any part of or annex to the premises which may be included in the same rating or valuation of the premises where repairs were being carried out, and were not being reserved by me for my own contingent use on a suitable season or occasion and that the premises were not held in a state of furnished or partly furnished readiness for my own eventual occupation (if applicable).

Applicant Signature:	
Dated:	
In the presence of:	Peace Commissioner/Garda/ Councillor
Address:	
Date:	
Stamp:	

REQUIREMENTS:

- The property must be available to let, and the owner is bone fide unable to find a suitable tenant at a reasonable rent or the property must be vacant for the purpose of carrying out of additions, alterations or repairs.
- Properties with a commercial rates value of less than €20,000 will continue to receive a 100% rates vacancy credit.
- For property values above €20k there is a tiered credit approach as follows:
 - Properties €20k-50k - 75% vacancy relief applicable, 25% rates payable.
 - Properties €50k-100k - 50% vacancy relief applicable, 50% rates payable.
 - Properties >€100k - 25% vacancy relief applicable, 75% rates payable.

Payment must be made before abatement of rates can be applied.

The Local Authority can inspect the property before making a decision on application.

COMPLETED APPLICATION FORMS CAN BE POSTED/EMAILED TO:

Rates Department
Clare County Council, Áras Contae an Chláir,
New Road, Ennis, Co. Clare.
V95 DXP2

Contact No: (065) 6821616
Email address: rates@clarecoco.ie