**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\*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vacancy on entire premises or part there off? Entire Part %

Applicant Name :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CRO No\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Eircode\*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant status (agent,landlord, etc):\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone/Mobile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner Name (if different):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Eircode\*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone/Mobile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 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 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

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

 Execution of additions/alterations/repairs to premises

I therefore claim a refund or allowance of such proportion of the County Rate at 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 Kilkenny County Council, conscientiously believing the same to be true and by the virtue of the Statutory Declaration Act ,1938.

Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Declared before me by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Peace Commissioner / Solicitor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

At (address of office) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This \_\_\_\_\_\_\_\_\_day of \_\_\_\_\_\_\_\_\_

Peace Commissioner/Solicitor

For the County of

Note: This declaration when completed, may be scanned and forwarded via email to rates@kilkennycoco.ie or sent by post to Rates Section, Kilkenny County Council, County Hall, John Street, Kilkenny.

Please note that 50% of the current year’s rates (plus any arrears) will be due for payment prior to this application being processed.

**For office use only**

Amount of Strike off \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period of Strike Off \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have examined the application and I am satisfied property is vacant.

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

Revenue Collector Date