



**CLARE COUNTY COUNCIL
COMHAIRLE CONTAE AN CHLÁIR**

CLAIM FOR RATES CREDIT ON VACANT PREMISES

1. Customer account number:		(See rates bill)
2. LAID Number:		(See rates bill)
3. Valuation Number:		(See rates bill)
Valuation Amount:		(See rates bill)
4. Applicant name:		
5. Address of premises: (The subject of the claim)		
6. Applicant address: (If different from above)		
7. Phone no. & email address:		
8. Description of premises:		(shop/store factory etc)
9. Date of vacancy:	From:	
	To:	
10. Property vacant at the date of making the rate due to:		(A, B or C below)
A. Vacant and available for letting?		
Has the property been advertised for sale/letting?		Yes / No
Name & address of letting agent:		
<i>Please submit letter from letting agent confirming :</i>		
1. Property was vacant during period under claim.		
2. Property is being marketed for sale/letting.		
3. Applicant has been unable to secure a tenant during period under claim and reasons why.		
B. Vacant for repairs or alterations?		
Nature of repairs/refurbishment:		
Name & address of contractor:		
Date works commenced:		
Date works completed:		
Planning file number: (If applicable)		
<i>Please enclose a letter from contractor verifying these dates.</i>		
<i>Please submit a recent photograph of the premises with this application.</i>		
C. Vacant pending demolition or re-development?		
Please advise nature of works:		
<i>Please submit a recent photograph of the premises with this application</i>		

Please continue overleaf →

I hereby declare that:	
1. I am the Rates Occupier of the premises, the subject of this claim.	
2. The details furnished above are true, accurate, correct and complete.	
3. The premises was completely unoccupied/unused during the period claimed.	
Applicant Signature:	
Dated:	
In the presence of:	Peace Commissioner/Garda/ Councillor
Address:	
Date:	
Stamp:	

Explanatory Information for Vacancy Credit Application.

- In cases where the property is vacant on the date of making the rate, the owner/occupier can apply for a vacancy credit for period of vacancy.
 - Date of making Rate 2021 – 12th January 2021
 - Date of making Rate 2022 – 4th January 2022
 - Date of making Rate 2023 – 4th January 2023
- Supporting documentation to be submitted as follows:
 - If property is vacant for letting - Letter from letting agent.
 - If vacant for repairs/alterations/demolition – Letter from Contractor & RECENT PHOTOGRAPH.
- Completed form signed in presence of Peace Commissioner/Garda/Councillor.
- The Local Authority can request to inspect the property/ request a property inspection before making decision on application.

From 2021, Properties with a commercial rates value of less than €20,000 will continue to receive a 100% rates refund / vacancy credit for a three-year step in period. The Council will, in line with this incentive for rural regeneration, revisit the scheme after that time period. 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.

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