



PART 1 - RELEVANT PROPERTY DETAILS

Customer Number / LAID	<input type="text"/>	This number can be found on your Rates Bill					
VO Number	<input type="text"/>						
Address of Property: (Please include the Eircode)	<input type="text"/>						
	<input type="text"/>						
	<input type="text"/>						
	E	I	R	C	O	D	E

PART 2 - PERSON PREVIOUSLY ENTITLED TO OCCUPY PROPERTY

Legal Name:	<input type="text"/>								
Trading Name (if different):	<input type="text"/>								
Status	Occupier <input type="checkbox"/>	Owner & Occupier <input type="checkbox"/>	Receivership/ Liquidation <input type="checkbox"/>						
Correspondence Address: If different from address of property (Part 1)	<input type="text"/>								
	<input type="text"/>								
	E	I	R	C	O	D	E		
Telephone Number:	<input type="text"/>								
Email Address:	<input type="text"/>								
Contact Name:	<input type="text"/>								
Last day of occupancy:	<input type="text"/>								
			/			/			

PART 3 - PERSON NOW ENTITLED TO OCCUPY PROPERTY

Legal Name:	<input type="text"/>						
Trading Name (if different):	<input type="text"/>						
Status	Occupier <input type="checkbox"/>	Owner & Occupier <input type="checkbox"/>					
Correspondence Address: If different from address of property (Part 1)	<input type="text"/>						
	<input type="text"/>						
	E	I	R	C	O	D	E

Telephone Number:	<input type="text"/>										
Email Address:	<input type="text"/>										
Contact Name:	<input type="text"/>										
1st Day of Occupancy:	<table><tr><td><input type="text"/></td><td><input type="text"/></td><td>/</td><td><input type="text"/></td><td><input type="text"/></td><td>/</td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td></tr></table>	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		

PART 4 - DECLARATION

I understand that Kildare County Council (hereinafter referred to as "the Council") is collecting and processing this information for the purposes of processing a transfer of interest in a rateable property and apportioning the rates charges in accordance with Section 11 of the Local Government Rates and Other Matters Act 2019.

I understand that any personal information volunteered will be treated with the highest standards of security and confidentiality, in accordance with the Data Protection Acts. I understand that I am entitled to have my personal data corrected if the Council holds inaccurate data or deleted if the Council does not have legitimate reason for retaining it. I understand that sometimes it is necessary for Kildare County Council to share the information provided with other relevant statutory bodies and other trusted third parties who provide technical support in accordance with appropriate data sharing confidentiality agreements.

I hereby declare and affirm that I am the person concerned (or such other person authorised in writing to act on his/her behalf) of the above specified property and the person require to notify the Local Authority in accordance with the provisions of Section 11(1)(a) of the Local Government Rates and Other Matters Act 2019.

I declare that the details furnished above are true, accurate, correct and complete to the best of my knowledge and belief and I undertake to inform Kildare County Council of any necessary changes therein immediately in the event that I become aware of any matter which would alter this belief.

I understand that I am obligated by law to pay all rates that I am liable for at the date of transfer of the property. I also understand that failure to notify Kildare County Council in writing of a transfer of a relevant property may incur a charge equivalent to no more than two years rates.

Signed: _____

Print Name:

Person Concerned ☐ Authorised Agent ☐

Contact Telephone Number:

Date:

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Please return completed form to:

Rates Department
Kildare County Council
Devoy Park
Naas
Co. Kildare
W91X77F

Email: rates@kildarecoco.ie

Telephone: 045 980656