

# CORK COUNTY COUNCIL

## Entry/Post Entry year Property Levy

### Application for Vacancy Relief

Please complete all relevant sections, and return to ADMINISTRATIVE OFFICER, CORK COUNTY COUNCIL, RATES DEPARTMENT, FLOOR 6, COUNTY HALL, CORK together with documents in support of your application:

1.	<b>Applicant:</b>	<b>Name:</b> _____	
		<b>Address:</b> _____ _____	
	<b>Levy No.</b>	<b>Tax/Vat No.</b>	<b>PPSN No.</b>
2.	<b>Location of Premises:</b>	Townland: _____	Valuation: € _____
3.	<b>Period of Vacancy:</b>	From _____ day of _____ 20 _____ to _____ day of _____ 20 _____	
4.	<b>Declaration</b>	<b>I HEREBY DECLARE THAT:</b> (Please delete Section 6 if not applicable) 1. I am the Owner of the premises, the subject of this Claim. 2. I was not occupying the property on the date it was entered on the Valuation List 3. No other person was entitled to the use or enjoyment of the property on that date, 4. Acting in good faith, I was genuinely unable to find a suitable tenant for the property at a reasonable rent 5. I include the following documents in support of this assertion Press Advertisements Letting Notices Estate Agent's or Auctioneer's Certificate.  <i>and (if appropriate)</i>  6. I have paid the Levy for the period commencing _____ on _____ as per Receipt No. _____ and I am the person entitled to a Refund.	

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

*Declared before me by the Applicant  
who is known to me personally.*

\_\_\_\_\_  
SIGNATURE OF APPLICANT.

\_\_\_\_\_  
SIGNATURE OF PEACE COMMISSIONER.

DATE: \_\_\_\_\_

#### Privacy & Data Protection:

Personal information is collected by Cork County Council to facilitate the Levying and Collection of County Rate. Legally we can process this information in the exercise of official authority vested in Cork County Council. The protection of your personal data is a key priority for the Council and your data will be processed in line with our Privacy policy which is available at <https://www.corkcoco.ie/Privacy-Policy> or hardcopy from our offices at County Hall, Carrigrohane Road Cork, Ireland. Should you have any questions about our Privacy policy or the information we hold about you please contact us by email to [dpo@corkcoco.ie](mailto:dpo@corkcoco.ie) or write to the Data Protection Officer, Cork County Council, County Hall, Carrigrohane Road Cork, Ireland.