

LIMERICK CITY & COUNTY COUNCIL



APPLICATION FOR A MORTGAGE ALLOWANCE - MAT 2/95

- Please read all questions carefully and fill out the form in BLOCK CAPITALS
- Complete the statutory declaration and then sign the form.
- The completed application form should be returned to the Local Authority for the area in which the private dwelling is being purchased or built.
- You must also have form MAT2B/95 certified by your Inspector of Taxes.
(Please note Form MAT2B (Part 1) & Mat2B (Part 2) must be completed if joint application).

1. **Full Name(s)** (a) Applicant _____

(b) Spouse / Partner _____

2. **Telephone Number:** _____

3. **Date of Birth** (a) Applicant _____

(b) Spouse / Partner _____

4. **Family** Aged 16 or over Under 16

Number of Males in household

Number of females in household.

5. **Income:** (In previous tax year)

Gross Income of (a) Applicant(s) _____

(b) Spouse _____

6. **Details of the dwelling you are handing back to the Local Authority / Voluntary Body:-**

(a) Address: _____

(b) Name of Local Authority / Voluntary Body to which you pay rent or purchase annuity:-

THE FOLLOWING STATUTORY DECLARATION MUST BE MADE BY ALL APPLIANTS

I/We declare that the information given by me/us for the purpose of obtaining the Mortgage Allowance is correct.

I/We am aware of the conditions of payment for the allowance and I/we believe that these conditions are fulfilled.

I/We make this solemn declaration conscientiously believing the same true and by virtue of the Statutory Declarations Act, 1938.

I/We authorise the Local Authority and the Minister for the Environment to make any enquiries from official sources as it or he may consider necessary to establish entitlement to the allowance.

Applicant(s) Signature: _____

❖ Declared before me by _____ who is/are personally known to me
(or who is/are identified to me by) _____ who is known to me at

this _____ day of _____ 20____

Signature of Witness: _____

Address: _____

Occupation: _____

Date: _____

❖ To be completed by Commissioner of Oaths / Notary Public / Peace Commissioner /
Member of Clergy / Garda Siochana.

**WARNING: ANY PERSON WHO HAS GIVEN FALSE OR MISLEADING INFORMATION
FOR THE PURPOSE OF OBTAINING AN ALLOWANCE RENDERS HIMSELF
LIABLE TO SEVERE PENALTIES.**

Applicants must provide the Local Authority with such information as the Authority may require in regard to location, layout etc. of the dwelling being purchased or built.

INSPECTOR OF TAXES CERTIFICATE
(In Respect Of Mortgage Allowance Scheme)

- Please read explanatory notes MAT 2B/95 ATTACHED.
- This form must accompany completed application forms for Mortgage Allowance.
- MAT 2B/95 (Part 2) should also be completed if applicant is married or a joint application is made.

Section 1. To be completed in full by the Applicant. The builder's details are available only from the builder and must be inserted before the form is sent to the Tax Office.
The completion of Section 2 is necessary only where a **new** dwelling is being purchased or built.

Name: _____ Income Tax Reference No. _____

Address of Dwelling Being returned _____
Income Tax District _____

Employer's Registered No. _____

Address of Dwelling being Purchased/built _____

Is the dwelling

New?

Previously Occupied?

(Please tick)

Section 2.

Name & Address of Main Builder
Income Tax Reference No.
V.A.T. Registration No.
Tax District

C.2. Certificate Number
<i>or</i>
Tax Clearance Cert. Expiry Date

Section 3.

I confirm to the best of my knowledge that the information given overleaf is correct and my tax affairs are in order.

Signature: _____
Applicant

(Incomplete forms will not be certified by the Inspector of Taxes)

Section 4. (To be certified by the Applicant's Inspector of Taxes).

I hereby certify, in accordance with my records and to the best of my knowledge that the applicant's Tax Reference Number quoted above is correct.

Signature: _____

Official Stamp

Date: _____

INSPECTOR OF TAXES CERTIFICATE
(In Respect Of Mortgage Allowance Scheme)

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Name: _____ Income Tax Reference No. _____

Address of Dwelling Being returned _____ Income Tax District _____

 _____ Employer's Registered No. _____

Address of Dwelling being Purchased/built _____

Is the dwelling
 New? Previously Occupied? (Please tick)

Section 2.

Name & Address of Main Builder
Income Tax Reference No.
V.A.T. Registration No.
Tax District

C.2. Certificate Number
<i>or</i>
Tax Clearance Cert. Expiry Date

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(To be certified by the Applicant's Inspector of Taxes).

I hereby certify, in accordance with my records and to the best of my knowledge that the applicant's Tax Reference Number quoted above is correct.

Signature: _____

Official Stamp

Date: _____

EXPLANATORY NOTES

The Tax Certificate MAT 2B/95 (*Part 1*) must be completed by all applicants for a Mortgage Allowance.

Part 2 of the form must be completed if the applicant is married or if a joint application is made.

It is the applicant's responsibility to have the form certified by the Inspector of Taxes before returning it to the Local Authority.

Income Tax Number:

If your tax is dealt with under PAYE, please give your own Reference Number. These references can be obtained from the Notice of Tax Free Allowance issued to you by the Tax Office or from your Employer.

Inspector's Certificate:

The Inspector of Taxes to whom you normally send your return of income will certify the MAT 2B/95 Certificate. If you are not liable to income tax or you have not yet paid income tax in this country, you should send the form to the Inspector of Taxes for the district in which you reside.

Married Couples or Joint Applicants:

If two Inspector of Taxes are involved, the part relating to the spouse/joint applicant may be detached and forwarded separately to the appropriate Inspector of Taxes.

The following documentation should be submitted with all applications:-

1. The date that you will be vacating your Local Authority house.
2. Letter from Finance Agency confirming the following:-
 - ◆ The amount of the loan.
 - ◆ The date the final instalment of the mortgage was drawn down.
 - ◆ The monthly repayment.
3. Planning Permission number. (*if applicable*).
4. The date the building was started and when it was completed. (*if applicable*).
5. Builders C2 Certificate Number *or* Tax Clearance Certificate expiry date. (*if applicable*)

Please note a condition of the of the Mortgage Allowance Scheme is that the tenants Rent Account must be free of arrears of Rent or Tenant Purchase annuities.

FOR MORE INFORMATION PLEASE CONTACT

Joan O'Shea,
Housing Support Services
Limerick City & County Council
City Hall, Merchants Quay, Limerick.
061-557203