

Living City Initiative

Tax Incentive Scheme

Rented Residential Application Form

PLEASE ENSURE ALL SECTIONS OF THIS APPLICATION ARE COMPLETED IN BLOCK CAPITALS.

1. Applicant Details

Name of Applicant	
Address of Applicant	
Address of Property	
Property EIRCODE	
Contact Number	
Contact Email	

2. Property Details

Is your building within the Special Designated Area?	Y	N
Was the building constructed before 1975?	Y	N
Is your building a Protected Structure?	Y	N
Is your building located within an Architectural Conservation Area?	Y	N
Is your building included on the National Inventory of Architectural Heritage?	Y	N
Does the proposed project require planning permission?	Y	N
If yes, has this been granted?	Y	N
If planning permission has been granted, please state the Registration Number:		
If the building is a Protected Structure, a Section 57 Declaration or Planning Permission must be in place for the proposed work. Please provide the appropriate Ref Number:		
Is Fire Safety Certification required?	Y	N

Please note: This application procedure is completely separate to the Planning Process or any other statutory consent or licensing processes.

3. Proposed Works

Detailed Description of work intended to be carried out. Please include proposed use of property after completion. (Block Capitals Please):

4. Financial Information

Estimated cost of work	€
------------------------	---

What is the estimated market value of the property?	€
---	---

Are you applying for or receiving any State funded assistance for this work?	
--	--

If yes, please state the type of grant and amount	€
---	---

Please tick the following box, if appropriate:

☐ The property will be rented following completion
☐ Property is being refurbished/converted for sale by the applicant

Undertaking in Difficulty Declaration

By signing below, you confirm that you are not considered an "undertaking in difficulty" as defined under EU State Aid rules. In general, this means that you are not subject to insolvency or bankruptcy proceedings and are not experiencing serious financial difficulties that would meet the criteria set out in the EU Commission Guidelines on State Aid for rescuing and restructuring non-financial undertakings in difficulty.

Signature: _____

5. Important information for applicants

➤ **Step1: Application Review:**

Limerick City and County Council will review the information provided. If the Council is satisfied that the information is accurate and reasonable, an interim acknowledgement will be issued.

➤ **Step 2: Initial Inspection (Prior to works commencing):**

A member of the Living City Initiative team will arrange an inspection of the property to confirm eligibility. This visit allows the Council to obtain photographic evidence of the property **before works commence**.

➤ **Step 3: Letter of Acknowledgement:**

If your application is approved, you will receive:

- A signed Letter of Acknowledgement.
- A unique reference number.
- Details of the scheme terms and conditions.

Once you receive this letter, you may commence the approved works.

➤ **Step 4: Final Inspection**

When the works are completed:

- A final inspection will be conducted by Limerick City and County Council.
- Photographic evidence must be provided.
- Copies of invoices and receipts must be submitted for review.

➤ **Step 5: Certification**

If all requirements have been met, Limerick City and County Council will issue a Letter of Certification.

➤ **Step 6 – Claim Your Tax Relief**

The Letter of Certification should be submitted to the Revenue Commissioners, who will assess and process the applicable tax relief.

6. Applicant Declaration and Signature

I declare that the information provided in this form is correct and accurate.

Applicant Name (In capital letters)	
Applicant Signature	
Date	

For Office Use Only:

Ref. No: L.C.I.: ____/____

Please return completed form to the following address:

Living City Initiative,
Forward Planning, Urban Development & Heritage,
Planning, Heritage & Ryder Cup Directorate,
Limerick City & County Council,
Merchant's Quay, Limerick, V94 EH90

Tel: 061-556000

Email: livingcityinitiative@limerick.ie

Web: www.limerick.ie/living-city-initiative

*Note: Applications can be accepted via email or post.