## **MAYO COUNTY COUNCIL**

## **COMMERCIAL PROPERTY RATES VACANCY RELIEF FORM 2023**

**PLEASE COMPLETE SECTIONS 1-9**

1. RATES ACCOUNT NO:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (see Rate Demand)
2. NAME AND ADDRESS OF APPLICANT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. CONTACT PHONE NO.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. ADDRESS OF VACANT PREMISES:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. DESCRIPTION OF PREMISES,(SHOP,STORE,ETC):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. DATE OF VACANCY: FROM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TO:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. IF VACANCY IS DUE TO ALTERATIONS OR REPAIRS, PLEASE STATE:

(a) PLANNING REFERENCE IF APPLICABLE AND KNOWN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(b) DATE WORK COMMENCED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(c) DATE WORK IS TO BE/HAS COMPLETED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. IF VACANCY IS DUE TO FAILURE TO SECURE A SUITABLE TENANT, PLEASE STATE:

(a) DID YOU ADVERTISE IN THE PRESS? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(b) WAS A NOTICE TO LET DISPLAYED? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(c) DID YOU EMPLOY AN AUCTIONEER TO ACT ON YOUR BEHALF? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. IF VACANCY IS DUE TO ANY OTHER REASON,PLEASE GIVE DETAILS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I HEREBY DECLARE THAT ALL INFORMATION GIVEN ABOVE IS TRUE AND CORRECT.

APPLICANT’S SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WITNESSED BY:

PEACE COMMISSIONER/SOLICITOR/NOTARY PUBLIC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

PLEASE RETURN COMPLETED HARD COPY FORMS TO: DEBT MANAGEMENT UNIT, MAYO COUNTY COUNCIL, ARAS AN CHONTAE, THE MALL, CASTLEBAR, CO. MAYO.

SCANNED FORMS MAY ALSO BE SUBMITTED TO: [**rates@mayococo.ie**](mailto:rates@mayococo.ie)

## **MAYO COUNTY COUNCIL**

## **COMMERCIAL PROPERTY RATES VACANCY RELIEF 2023**

If you have a commercial/industrial premises, subject to commercial rates and is entirely vacant, relief of 90% of your rate demand is available upon application.

If your property has been vacant due to alterations, repairs or if you have been unable to secure a suitable tenant at a reasonable requested rent, an application can be made for rates relief.

An application can also be made for other reasons regarding vacancy, e.g. material change to the property.

All applications will be assessed and investigated. Further information and details may be required following the submission of the form overleaf.

Vacancy relief will only be applied where the remaining 10% of the 2023 rate demand has been paid.