MAYO COUNTY COUNCIL
COMMERCIAL PROPERTY RATES VACANCY RELIEF FORM 2021

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: _____

(8) 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? _____

(9) 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