



Non-Principal Private Residence Charge

Requests for a Certificate of Exemption on the grounds of the property being a Principal Residence

Period 2012 to 2013 or stated period

Tipperary County Council are willing to accept the following documentation as evidence when considering an application for exemption on the grounds of the property being the Principal Residence. Evidence needs to be dated and addressed to the relevant property for the years 2011 to 2013 or period requested.

- Any documents relating to **Car Tax** that states the address in question and dated within the period.
- Any documents relating to **Car Insurance** that states the address in question and dated within the period.
- Any documents relating to **Driving Licence** that states the address in question.
- **Payslip** \ Notification for the individual's workplace.
- Any correspondence from a **Financial Institution** that states the address in question and is dated within the period i.e. Bank Statement (Financial details can be redacted).
- Correspondence from **Dept of Social Protection, Revenue Commissioners, etc.** within the period in question.
- Any **official document** that is dated and addressed to the individual at the address in question. An example of this would be Prize Bonds.

This list is not exhaustive and an applicant may submit other information relevant to the application that will assist in determining the outcome of the claim. We are not inclined to accept Electricity bills or other utility bills as evidence as they do not constitute proof of residency.

The minimum requirement is 1 of the above documents in relation to each year for which the certificate is required.

The Council accepts that documentation may not be available in all cases and an applicant may submit other information relevant to the application that will assist in determining the outcome of the claim. This may include;

- **Register of Electors** –signed permission to check the Register of Electors. This is not considered sufficient evidence by itself, but will be considered in conjunction with any other information supplied.
- We will accept a letter from an **employer** stating that the address in question is the address they have on file and all correspondence is/was issued to this address during the period in question.
- A letter from **Dept of Social Protection, Revenue Commissioners, etc.** stating that they corresponded with the individual at that address during the relevant period.

N. B. The onus is on the individual to provide details of the above. The information provided should show that the property in question was both owned and was the principal place of residence of the applicant for the dates in question.

Please also provide the **Eircode** of the property.