



## RETURN ADDRESS

Comhairle Cathrach  
Bhaile Átha Cliath  
Scéim Cóiríochta  
ar Cíos, Seirbhísí  
Tithíochta agus Pobal  
Oifigí na Cathrach  
An Ché Adhmaid  
Baile Átha Cliath 8

Dublin City Council  
Rental Accomadation Scheme  
Housing and Residential Services  
Block 1, Floor 1  
Civic Offices  
Wood Quay  
Dublin 8

## CONTACT

**Tel** 01 222 5299

**Email** [ras@dublincity.ie](mailto:ras@dublincity.ie)

**Web** [www.dublincity.ie](http://www.dublincity.ie)

**Complete and Return this form by email to: [ras@dublincity.ie](mailto:ras@dublincity.ie)**

**Alternatively, you can use the postal address stated above.**

### Please read carefully before completing this form.

1. Please note the property must comply with Housing (Standard for Rented Houses) Regulations 2017 (S.I No. 17 of 2017) and Dublin City Council RAS requirements before the property is accepted onto the scheme.
2. An inspector will make contact with the landlord within 3 weeks to organise a viewing of the property.
3. Please note that Dublin City Council is not liable for any costs incurred in the upgrading of the property or any costs in relation to the sourcing of the documents listed
4. RAS only accept vacant properties

### Please complete in BLOCK CAPITALS. All questions must be completed.

#### Section 1: Landlord Details

Full Name:

Telephone Number:

Full Address:

Eircode:

Email:

Please complete in BLOCK CAPITALS. All questions must be completed.

Section 1: Landlord Details (continued)

Are you a Resident in Ireland?

Yes  No

(For non resident landlords 20% tax will be deducted from your monthly rent and be paid to the Revenue Commissioner on your behalf)

Are you the sole owner of the property?

Yes  No

If 'No', please give name and address of Co-Owner:

Full Name:

Full address (if different from the previous address given)

Eircode:

Section 2: Property Details

Full Address:

Eircode:

Description of Property:

- |  |   |
|--|---|
| <input type="checkbox"/> House         | <input type="checkbox"/> Apartment                    |
| <input type="checkbox"/> Bungalow      | <input type="checkbox"/> Apartment Ground Floor       |
| <input type="checkbox"/> Dormer        | <input type="checkbox"/> Apartment 1st floor or above |
| <input type="checkbox"/> Semi Detached | <input type="checkbox"/> Detached                     |
| <input type="checkbox"/> Mid Terrace   | <input type="checkbox"/> End Terrace                  |

Does the property have a front garden?

Yes  No

Does the property have a back garden?

Yes  No

Does the property have a garden shed?

Yes  No

Does the property have lift access?

Yes  No

Please state year the property was built:

Is the property built above a commercial unit?

Yes  No

Please complete in BLOCK CAPITALS. All questions must be completed.

Section 2: Property Details (continued)

Does the property have an extension?

Type of Heating:

Please state the number of:

Bedrooms

Bathrooms

Kitchens

Utility Rooms

Dining Rooms

Living Rooms

Parking Spaces

Garages

**Documents required to be submitted after property passes an Environmental Health Inspection:**

- 1. Copy of Tax Clearance Certificate for all owners (for more information check [www.revenue.ie](http://www.revenue.ie))**
- 2. Copy of the current insurance certificate for the property**
- 3. Copy of BER Certificate (Building Energy Rating Certificate) (for further information check [www.seai.ie](http://www.seai.ie))**
- 4. Proof of ownership of the property (please refer to your solicitor of Land Registry at [www.landdirect.ie](http://www.landdirect.ie))**
- 5. Proof of Payment for Annual Management Fees if applicable.**