

Galway County Council Business Incentive Scheme for Town Centre Areas

Application Form



Applicant Details

1. Name of Applicant _____
2. Address _____
3. Eircode _____
4. Contact email address _____
5. List any commercial properties previously occupied in Galway County _____

Property Details

1. Address of property _____
2. Eircode of property _____
3. Trading name _____
4. Is the property owned or leased by applicant? _____
5. If leased – provide evidence and state length of lease _____
6. Name and address of property owner (if applicable) _____

7. Valuation office ID (if known) _____
Or Commercial Rate ID /Property reference
8. Length of vacancy _____

Proposed use

1. Proposed use of property (provide details) _____

2. Are all relevant consents/permissions in place? (provide Planning Reference Numbers if applicable) _____

Financial Details

1. Are all Local Authority Charges paid in full on this property? _____
2. Any outstanding charges on previously occupied property? _____
3. PPSN/VAT Registration number of Applicant _____
4. Provide copy of current Tax Clearance Certificate _____
5. Has Section 32 Local Government Act been complied with? (Provide copy of form notifying change of occupier) _____

Name: _____

Signature: _____

Date: _____

Disclosure of Information – Freedom of Information Act

Galway County Council wishes to advise applicant that, under the Freedom of Information Acts 1997/2003 the information supplied to Galway County Council in the application forms may be made available, on request, subject to Galway County Council's obligations under law.

Please submit completed applications to "Business Incentive Scheme", Galway Local Enterprise Office, Galway County Council, Aras an Chontae, Prospect Hill, Galway.

Email to : bis@galwaycoco.ie

Notes:

This Scheme is available to businesses seeking to establish in the areas zoned for Town Centre purposes in towns which are subject to a Local Area Plan – please see Document entitled “ Business Incentive Scheme for Towns in County Galway “. Other criteria also apply and details are set out in this document.

This scheme is effective and available to qualifying businesses which commence trading on or after 01st June 2016.

All queries to LEO office or to the Rates Collection Office, Galway County Council if you require specific information on the rates liability of a commercial property, or the rates property reference number.

Where rates are paid in instalments by Direct Debit, or EFT, the grant will be paid half yearly, six months after the Direct Debit payment has been credited to the Galway County Council rate account.

Where rates are paid on a single annual payment, the grant will be paid out at the end of each financial year as soon as possible after full payment of the Rates liability. Where an eligible business ceases trading within the period the annual rates liability, a proportionate Grant may be considered to cover the period of trading. Evidence of applicable trading period must be provided.

Office Use Checklist

- Completed Form
- Evidence of unit vacancy for specified period
- Evidence of ownership and occupation of unit
- Section 32 Form completed for subject premises
- Evidence of Planning permission
- Confirmation of payment of any financial liabilities (e.g. Dev Contributions)
- Evidence of Current Tax Clearance Certificate
- Method of payment of Rates