



# TRANSFER OF RESIDENCE

C&E 1076 (Rev1)

## Application and Declaration for Exemption from Import Charges and Vehicle Registration Tax

Local Ref. Number

Date of Lodgement

Before completing this form, please read Public Notice Number 1875 and Revenue Information Leaflet VRT 3 concerning tax relief on personal effects and motor vehicles respectively.

### Personal Details

1. Name of Applicant:

2. Daytime telephone number:

3a. Residence outside the State


3b Residence in the State:


4. Occupation outside the State

5. Duration of normal residence outside the State From  /  /  To  /  /

6. Date of taking up residence in the State  /  /

7. Have you availed of an exemption from Vehicle Registration Tax under the transfer of residence provisions in the last five years? Yes  No  (please tick ✓)  
(If so, please provide details on page 6 of this form)

### Property Details

8. Date of importation into the State:  /  /

9. Place of importation into the State:

10. Importer or agent responsible for this importation: (The agent must complete page 7 of this form)

Name

Address

11. Importer/Agent's Telephone No.:

12. Does the property include a motor vehicle? Yes  No  (please tick ✓)

1. This form must be completed and presented to Customs at the place of importation.  
2. Where more than one vehicle is involved please complete a separate version of the form on page 2 for each vehicle.  
3. Page 6 may be used to provide additional information regarding this application.

## Vehicle Details

13. Make and model:
14. Current registration number:
15. Country where registered:
16. Date of first use and possession by applicant:  /  /
17. Date of permanent importation into the State:  /  /
18. Place of importation into the State:
19. Address where the vehicle is currently kept:

20. When the vehicle was acquired was it the subject of an exemption or refund of tax? Yes  No  (please tick ✓)  
*(If yes, please refer to Revenue Information Leaflet VRT 4 concerning duty free motor vehicles and provide details on page 6 of this form)*

## For Official Use Only

*(This space is for details of the vehicle's OMSP and the notional VRT payable at the time the declaration is made. The details must be recorded accurately as they are required for statistical and control purposes. A print-out of the "Display 2nd Hand Valuation" obtained from the MVT system will suffice)*

New Registration Number

Officer:

Date:  /  /

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## Declaration and Undertaking

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I hereby declare that I am transferring my normal residence to the State on the date declared on page 1 of this form. I also declare that the property (including any motor vehicle) detailed in this application:

- ◆ was in my possession and was used by me at my place of previous normal residence outside the State for a minimum period of at least six months prior to my taking up residence in the State,
- ◆ was acquired by me under the general conditions of taxation in force in the domestic market of a country and is not the subject, on the grounds of exportation or departure from that country, of any exemption from or refund of any tax\*,
- ◆ is my personal property at the time of my transfer of residence to the State,
- ◆ is being brought permanently into the State by me within twelve months of the date of my taking up permanent residence in the State.

I further declare that the information given in this form relates to this application and is true and correct. I understand that the onus to supply the proof as set down in law rests with me. I also understand that my failure to supply the required proof, or otherwise, to fail to comply with the conditions for the granting of the exemption may result in the refusal of this application.

**I undertake that the property, including any vehicle, whose details appear on this application will not be sold or otherwise disposed of, hired out, lent or given as security in the State without the prior written permission of the Revenue Commissioners during in the period of twelve months following its importation and, in the case of any vehicle, during the period of twelve months following its registration unless payment of the appropriate import charges and, where applicable, the Vehicle Registration Tax has been made.**

I hereby claim relief from the payment of import charges and, where appropriate, Vehicle Registration Tax in respect of the property detailed on this form.

Signature of Applicant:

Date:

/ /

*\*Please delete this paragraph if the vehicle was acquired duty free through diplomatic/consular arrangements or because of membership of an international organisation as described in Revenue Information Leaflet VRT 4.*

### WARNING

**UNDER THE LAW ANY PERSON MAKING, SUBSCRIBING OR CAUSING  
TO BE MADE OR SUBSCRIBED ANY FALSE DECLARATION IN ANY  
MATTER RELATING TO CUSTOMS DUTIES AND /VEHICLE REGISTRATION TAX  
IS LIABLE ON CONVICTION TO HEAVY PENALTIES.**





*(This space is for use by the applicant to provide additional information if required)*

Signature:

Date:

**Declaration at Import by Importer or Authorised Agent**

I \_\_\_\_\_ as *\*Importer/Agent of Importer* of the items described in the list attached hereto which are being imported on transfer of normal residence to the State and which *\*have arrived/are due to arrive* in the State at \_\_\_\_\_ (state place of importation) per \_\_\_\_\_ (give particulars, name etc. of import conveyance) claim relief from payment of relevant charges including Vehicle Registration Tax in respect of such goods under the Transfer of Residence provisions.

Date:  /  Signature *\*Importer/Agent*

Address:

**Declaration by Carrier**

**I hereby declare that**

Vehicle Registration. No. \_\_\_\_\_ / Trailer No. \_\_\_\_\_ / Container No. \_\_\_\_\_  
containing the good listed herein and imported by \_\_\_\_\_ (Importer) contains *\*no other*  
consignment as follows (give details of any other consignments):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Carrier:  Date:  /

**Note:** This declaration by the carrier is not required where the goods are imported as part of a groupage load for which a special manifest is presented.

*\*Delete words which do not apply*

## For Official Use Only

*(Check list of documentary evidence lodged in support of this application. This must be completed in all cases)*

The following proofs have been submitted not been submitted *(please ✓)*

**1. Evidence of normal residence outside the State:**

- |   |                          |                          |
|---|--------------------------|--------------------------|
| <ul style="list-style-type: none"> <li>■ Disposal of property abroad</li> </ul>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>■ Cessation of employment</li> </ul>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>■ Evidence of day-to-day living outside the State:<br/>(e.g. bank/credit card statements)</li> </ul> | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>■ Other documentation:</li> </ul>  | <input type="checkbox"/> | <input type="checkbox"/> |

**2. Evidence of six months possession and use of the vehicle outside the State**

- |   |                          |                          |
|---|--------------------------|--------------------------|
| <ul style="list-style-type: none"> <li>■ Vehicle registration document<br/>Date registered by applicant. _____</li> </ul>                       | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>■ Certificates of insurance for the vehicle showing applicant's name:<br/>From _____ to _____</li> </ul> | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>■ Sales invoice/receipt of purchase<br/>Date of purchase _____</li> </ul>                                | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>■ Sailing ticket <i>(where applicable)</i></li> </ul>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>■ Other documentation</li> </ul>   | <input type="checkbox"/> | <input type="checkbox"/> |

**3. Evidence of transfer of residence to the State**

- |  |                          |                          |
|--|--------------------------|--------------------------|
| <ul style="list-style-type: none"> <li>■ Acquisition of property in the State</li> </ul> | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>■ Commencement of employment</li> </ul>           | <input type="checkbox"/> | <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>■ Other documentation</li> </ul>                  | <input type="checkbox"/> | <input type="checkbox"/> |

Documentary evidence to satisfy the requirements at 1, 2 and 3 above has\*/has not\* been produced VRO Stamp

**Application:** **Allowed**  
**Refused\***

VRO Stamp

Officer:

*\*(delete as appropriate)*