

For office use
Appeal No.
Valid



**NOTICE OF APPEAL TO THE VALUATION TRIBUNAL IN RESPECT OF DECISIONS MADE BY A REVISION MANAGER IN THE EXERCISE OF POWERS CONFERRED BY SECTION 28 (4) OF THE VALUATION ACT, 2001 (AS AMENDED) BY THE VALUATION (AMENDMENT) ACT 2015**

**1. Exact Postal Address of property concerned**

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**Valuation Office Property Number** .....

**2. Description of property concerned (i.e. single storey, shop, office, workshop etc.)**

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**3. Name of Rating Authority in which the property is situated** .....

**4. (a) Name of Appellant** .....

**(b) Appellant Commercial/ Trading Name** .....

**(c) Name and Address of Occupier (if not the Appellant)** .....

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**(d) Capacity of Appellant to Appeal (See Section 34 (1) and (4) as amended)**

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**5. Contact Address of Appellant**

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**Daytime Telephone No.** ..... **Email** .....

**6. State Name and Address of the owner and of every person who appears to the Appellant to be an interested person**

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**and State reasons for that person's interest**

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**7. Grounds of Appeal** (See Section 35 of the Act as amended)

Appellants should note that this Notice of Appeal must set out exhaustively the Grounds of Appeal upon which the Appellant intends to rely. Liberty to amend Grounds of Appeal, or to add further Grounds of Appeal will not be granted save in exceptional circumstances. *Additional sheet may be attached if necessary.*

**(a) The Valuation is Incorrect**

Set out the grounds upon which the Appellant considers that the determination of the valuation of the property is not a determination of its value that accords with that required to be achieved by section 49.

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**(b) Details stated in the relevant Valuation List are incorrect**

Set out grounds (if any) on which the Appellant considers that any detail in respect of the property concerned, other than the property's value, in the relevant valuation list is incorrect.

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**(c) Property Concerned ought to have been included in relevant Valuation List**

Set out the grounds on which the Appellant contends that the property concerned ought to have been included in the relevant valuation list.

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**(d) Property Concerned ought to have been excluded in relevant Valuation List**

Set out the grounds on which the Appellant contends that the property concerned ought to have been excluded from the relevant valuation list.

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**(e) Set out the grounds on which the Appellant contends that the circumstances referred to in section 28(4) do not exist for the exercise of powers under that section in respect of the Property Concerned**

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**(f) Set out any other Grounds upon which it is intended to rely at the hearing of the Appeal**

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AND

(g) State the Value the Appellant considers ought to have been determined as being the valuation of the property concerned. Please note, this information is required in order to process your Appeal.

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8. Date of Issue of the Valuation Certificate under section 28(6) or Notice under section 28(7)

Day ..... Month ..... Year .....

Please note that Appeals should be sent to the Tribunal at the address below **within 28 days** from the date on which the Commissioner issued the Valuation Certificate or made the Notification concerned under section 33(2) or 40(4) of the Act.

9. Valuation as stated on the Valuation Certificate € .....

10. Please tick this box if you wish the Tribunal to give consideration to determining your appeal based on written documentation without the need to hold a hearing:

11. An appeal is valid *only* if accompanied by the appropriate fee. Fee bands are set out below. To pay by phone contact us on 01-676 0130.

Valuation of property as stated on the Valuation Certificate or Notification	Appeal Fee	Tick Below
Not exceeding €50	€95	
Exceeding €50 and not exceeding €150	€125	
Exceeding €150 and not exceeding €650	€300	
Exceeding €650	€500	

12. Name and Address of Solicitor/Agent representing the Appellant (if any);

.....  
.....

Telephone No. .... Email .....

**Privacy Policy:**

The processing of personal data by the Valuation Tribunal is lawful to the extent necessary for the Tribunal to hear and determine appeals in accordance with Section 34 of the Valuation Act 2001. The Tribunal collects the minimum amount of personal information necessary in order to contact the Appellant and to process the appeal. All personal data is stored securely in accordance with relevant principles of data protection law. Pursuant to the Tribunal's statutory duty, the personal information contained in this form is shared with occupier of the property to which the appeal relates (if not the appellant), the Rating Authority, the Commissioner of Valuation and any other party who appears to the Tribunal that will be directly affected by the decision made on the appeal. By lodging an appeal you are consenting to our Privacy Policy. Further information is available at [www.valuationtribunal.ie](http://www.valuationtribunal.ie).

**Declaration by Appellant (or Agent on behalf of Appellant)**

**I hereby give Notice of Appeal to the Valuation Tribunal**

Signed (Appellant/Agent ) .....

Date .....

**Please return this form to:**

**The Registrar,  
Valuation Tribunal,  
3<sup>rd</sup> Floor,  
Holbrook House,  
Holles Street,  
Dublin 2.**

**An Cláraitheoir,  
An Binse Luachála,  
An Tríú Urlár,  
Teach Holbrook,  
Sráid Holles,  
Baile Átha Cliath 2.**

**Phone: 01-676 0130**

**Email: [info@valuationtribunal.ie](mailto:info@valuationtribunal.ie)**