



**Rent Assessment Form (RAF)**

**Name :**  
 \_\_\_\_\_

**Address:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**A/c No:** \_\_\_\_\_ **UPRN:** \_\_\_\_\_

I/We certify that the information shown below is complete and correct and that all residents and all incomes in the dwelling are recorded below. I/We authorise and give authority to the Council to seek and receive any information which the Council may require from my/our employer's or from the Revenue Commissioners and Dept. of Social Protection or from any other source in relation to household income. I/We have read the checklist on the Rent Assessment Form and have included all applicable documentation and am/are aware that the inclusion of any false or misleading information, or deliberate exclusion of vital information, could leave me/us open to prosecution.

**Signature of Tenant:** \_\_\_\_\_

**Date** \_\_\_\_\_

**Signature of Tenant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_ **eMail:** \_\_\_\_\_

**For relationship to Tenant - Please tick the appropriate box below for each person in the household**

Full Name	Date of Birth	Age	Social Welfare PPS. No	Source of Income	Net Amount	Tenant	Partner/Spouse	Child	Adult over 18 with income	Adult 18 to 26 years in Full Time Education

**Please see the back page for Checklist**



**Return Address – Fingal County Council, Rent Account Management Section, Grove Road, Blanchardstown, Dublin 15 Eircode: D15 W638**

**Rent Assessment Form (RAF) - CHECKLIST OF DOCUMENTS - ENSURE ALL DOCUMENTS FOR PROOF OF INCOME ARE SUBMITTED**

**ALL EMPLOYMENT AND EMPLOYMENT/FOREIGN PENSIONS FOR THOSE 18 YEARS OR OVER, WHICH MUST BE INCLUDED WITH THE RENT ASSESSMENT FORM:**

- 1 P60 for any member of the household employed. A P60 must be supplied for each job, if the householder holds more than one job.
- 2 "Income Received from Employment" form completed by your employer if P60 not available. A form must be supplied for each job, if the householder holds more than one job.
- 3 P21 for any member of the household with more than one job held.
- 4 P45 if you changed job or are no longer employed.

**SELF-EMPLOYED FOR THOSE 18 YEARS OR OVER, WHICH MUST BE INCLUDED WITH THE RENT ASSESSMENT FORM:**

- Current Notice of Assessment from the Tax Office.

**SOCIAL WELFARE PAYMENTS FOR THOSE 18 YEARS OR OVER, WHICH MUST BE INCLUDED WITH THE RENT ASSESSMENT FORM:**

- 1 Social Protection payslip to be attached to this form
- 2 Bank statement if paid directly into your Bank Account to be attached to this form

**PERSON MOVING IN TO HOUSE, INCOME DETAILS AND THE DATE THAT PERSON MOVED IN MUST BE INCLUDED WITH THIS RENT ASSESSMENT FORM:**

- If a person has moved in, that person's income will be assessed for the weekly charge, this does not infer a right to reside. A request for permission to reside must be made in writing.

**PERSON MOVING OUT OF HOUSE/ REMOVE PERSON FROM RENT, DETAILS OF NEW ADDRESS AND DATE MOVED OUT TO BE INCLUDED WITH THIS FORM:**

- Proof of new address, i.e. Lease agreement or utility bill from new address dated from the time the person moved out.

**STUDENTS: 18 years**

- Letter from school or college stating confirmation of full-time education, documentary evidence of employment/social welfare if applicable.

**OTHER CHANGES IN HOUSEHOLD CIRCUMSTANCES**

- Marriage Certificate – if married in the last year
- Death Cert- for any member of the household who passed away Birth Cert- for a baby born

- This information is sought for the purpose of Section 20 and Section 22 of the Housing (Miscellaneous Provisions) Act 2009, and Section 58 of the Housing Act 1966-2014 as amended and Section 31 Housing Act 2009 as amended, and shall be used only for the purpose for which it is intended.

- Tá an foirm seo ar fáil as Gaeilge ach glaoch ar 8905593/5132

**Please note that if you are a person on whom a Tenancy Warning has been successfully served nothing in this form shall operate to confer rights on you**



or affect the validity of such Tenancy Warning or in any way affect or be a waiver of the right of Fingal County Council to recover possession of the dwelling.