

NEW GUIDELINES PERTAINING TO THE TAXATION OF CERTAIN GOODS VEHICLES

For first taxation of a new or imported goods vehicle you need:

- Completed application form RF100 (available from Garage, or if imported from Revenue Commissioners,
- Weight docket from authorized weight
- Goods Only Declaration form RF111A if the **Design Gross Vehicle Weight** (D.G.V.W. - the unladen weight of the vehicle plus the maximum weight that the vehicle is designed to carry,) is under 3501 kgs
- Original Insurance Certificate showing that the vehicle is insured as a commercial vehicle
- If you are **self-employed you will need to include a copy of your Notice of Assessment from the Revenue Commissioners** to confirm that your business is registered with their offices. This correspondence cannot be more than 12 months.
- If you are **employed by a Company/Business** and are a **PAYE** worker please provide an official letter from your employer confirming that you require a goods vehicle for work purposes. **N.B. Your employer will need to quote your PPSN and vehicle registration number in the correspondence.**
- A current Pass Statement for a CRW is required for all vehicles over 1 year old. If no Pass Statement exists, the vehicle must be tested at an appropriate test centre.
- Appropriate fee

To apply for commercial taxation on a goods vehicle for the first time by a new owner or a vehicle that has been converted, it will be necessary to submit the following:

- Completed application form (i.e. Reminder Form RF100B / Renewal form RF100A / Change in tax class from private to commercial RF111A available on <http://www.limerick.ie/council/motor-tax>).
- A current Pass Statement for a CRW is required for **all vehicles over 1 year old**. If no Pass Statement exists, the vehicle must be tested at an appropriate test centre.
- If the vehicle is being taxed for the first time by a new owner, a Goods Only Declaration form RF111A is necessary if the **Design Gross Vehicle Weight** (D.G.V.W. - the unladen weight of the vehicle plus the maximum weight that the vehicle is designed to carry,) is under 3501 kgs.
- Original Insurance Certificate showing that the vehicle is insured as a commercial vehicle
- If you are **self-employed you will need to include a copy of your Notice of Assessment from the Revenue Commissioners** to confirm that your business is registered with their offices. This correspondence cannot be more than 12 months
- If you are **employed by a Company/Business** and are a **PAYE** worker please provide an official letter from your employer confirming that you require a goods vehicle for work purposes. **N.B. Your employer will need to quote your PPSN and vehicle registration number in the correspondence.**

CONVERSION OF VEHICLES

Conversion of Vehicles Already Registered IN Ireland

Where a conversion involves any of the following:

1. Change of EU Vehicle Category, and/or
2. Change in the number of seats, and/or
3. Change in the number of seatbelts fittings, and/or
4. Change of EU Bodywork,

A “Vehicle Owners Declaration of Conversion” (Form VRTCONV) supported by a “Suitably Qualified Individual Declaration of Conversion” (Form VRTCONVSQI) is required. Forms can be downloaded at www.revenue.ie.

The forms must be sent either to the Revenue Commissioners or Limerick City & County Council Motor Tax Offices, depending on the type of conversion carried out.