

Disabled Drivers and Disabled Passengers Scheme

Quick Guide to Making Claims for Relief Online

Pages 1 - 8 Disabled Drivers and Passengers Scheme

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Since January 2016, the application forms DD1 / DDO and the Fuel Grant Claim under the Disabled Drivers and Disabled Passengers scheme can be completed and processed online.

Go to www.revenue.ie and “Register for **myAccount**” (on the left hand side of the screen) following the on-screen instructions.

The screenshot shows the Revenue.ie website homepage. At the top left is the Revenue logo with the text 'Cáin agus Custaim na hÉireann Irish Tax and Customs'. To the right are navigation links: 'Skip to Content | Toggle Contrast | About Us | Press | Contact Details | Gaeilge | Other Languages'. Below this is a 'Site Search' box with a 'Find' button and an 'A-Z Index' link. A dark green navigation bar contains links for 'Home', 'Personal Tax', 'Business & Self Assessment', 'Tax Practitioners', 'Customs', 'Taxes & Duties', and 'Online Services'. The main heading is 'Revenue Self Service'. Below this are four columns of service tiles. The first column, titled 'myAccount', contains links for 'myAccount Sign in', 'About myAccount', and 'Register for myAccount' (which is circled in pink). The second column is for 'ROS' (Revenue Online Service) with links for 'ROS Login', 'About ROS', 'Register for ROS', 'Get Desktop Apps', and 'MyEnquiries'. The third column is for 'Cáin Mhaoiné Aitiúil' (Capital Gains Tax) with links for 'LPT Login', 'About LPT', 'Online Valuation', and 'Guidance'. The fourth column is titled 'More...' and contains links for 'MyEnquiries', 'Tax Clearance', 'Register for VAT MOSS', 'Mortgage Interest Relief', and 'VRT Calculator'. At the bottom left is a 'News' section with a date '03/02/16' and a link 'Warning: Latest Email Scam'. At the bottom right is a 'PAYE 2016' banner with the text 'PAYE Customers Manage your tax affairs online Quick, easy, secure and convenient'.

The following screen outlines what is needed to register for **myAccount**

The screenshot shows the 'myAccount' registration process flow and requirements. At the top left is the Revenue logo. To the right is the 'myAccount' logo and a 'Sign In' button. Below this is a teal banner with three steps: 'Step 1: Complete the registration form', 'Step 2: Enter your temporary password', and 'Step 3: Create a new password'. Below the banner are two columns of information. The left column is titled 'What do I need to register?' and lists four requirements: 1. PPS number, 2. Mobile number or landline number, 3. Email address, and 4. Home address. Below this list is a sub-heading 'To get instant access, verify your identity with 2 of the following' followed by three bullet points: 'Irish driving licence number', 'Information from your P60', and 'Information from your Income Tax notice of assessment or acknowledgement of self assessment'. The right column is titled 'Who can register?' and states 'Individuals who are not registered for ROS. This mainly includes:'. Below this are three green checkmarks: 'PAYE taxpayers', 'LPT taxpayers', and 'Business customers who do not have an active digital certificate for ROS'. At the bottom right is a blue button with the text 'Start Registration →'.

Revenue  | **myAccount** [Gaeilge](#)

Sign in

PPS Number

Date of Birth

DD MM YYYY

Password

Temporary passwords and PAYE Anytime PINs can also be used

[Forgot Password?](#)

Sign In →


Not Yet Registered?

Register Now →








If you already have a temporary password or PAYE Anytime PIN, use this to sign in. You do not need to register again.

When you login to **myAccount** it will give you a range of options for services that you can undertake online

Select the Drivers & Passengers with Disabilities (DPD) option.

Revenue  | **myAccount** My Profile ▾ My Enquiries

Tax services

<p style="text-align: center; font-weight: bold;">PAYE Anytime</p> <div style="background-color: #00a0e3; color: white; padding: 10px; text-align: center;">  <p style="font-size: x-small;">Manage your tax record, declare income and claim refunds</p> <p style="font-size: x-small;">Learn more</p> </div> <p style="background-color: #008080; color: white; padding: 5px; text-align: center; margin-top: 10px;">Enter →</p>	<p style="text-align: center; font-weight: bold;">Form 12</p> <div style="background-color: #f4a460; color: white; padding: 10px; text-align: center;">  <p style="font-size: x-small;">Submit a return of income and a claim for tax credits</p> <p style="font-size: x-small;">Learn more</p> </div> <p style="background-color: #008080; color: white; padding: 5px; text-align: center; margin-top: 10px;">Enter →</p>	<p style="text-align: center; font-weight: bold;">Local Property Tax</p> <div style="background-color: #20a397; color: white; padding: 10px; text-align: center;">  <p style="font-size: x-small;">File or pay your property tax and manage household charge arrears</p> <p style="font-size: x-small;">Learn more</p> </div> <p style="background-color: #008080; color: white; padding: 5px; text-align: center; margin-top: 10px;">Enter →</p>	<p style="text-align: center; font-weight: bold;">Tax Clearance</p> <div style="background-color: #9b59b6; color: white; padding: 10px; text-align: center;">  <p style="font-size: x-small;">Apply for Tax Clearance assessment</p> <p style="font-size: x-small;">Learn more</p> </div> <p style="background-color: #008080; color: white; padding: 5px; text-align: center; margin-top: 10px;">Enter →</p>
<p style="text-align: center; font-weight: bold;">Home Renovation Incentive</p> <div style="background-color: #7ed321; color: white; padding: 10px; text-align: center;">  <p style="font-size: x-small;">Claim tax relief on the renovation of a property</p> <p style="font-size: x-small;">Learn more</p> </div> <p style="background-color: #008080; color: white; padding: 5px; text-align: center; margin-top: 10px;">Enter →</p>	<p style="text-align: center; font-weight: bold;">My Enquiries</p> <div style="background-color: #00a0e3; color: white; padding: 10px; text-align: center;">  <p style="font-size: x-small;">Tell us your query and we will get back to you</p> <p style="font-size: x-small;">Learn more</p> </div> <p style="background-color: #008080; color: white; padding: 5px; text-align: center; margin-top: 10px;">Enter →</p>	<p style="text-align: center; font-weight: bold;">Drivers & Passengers with Disabilities</p> <div style="background-color: #00a0e3; color: white; padding: 10px; text-align: center;">  <p style="font-size: x-small;">Apply for Tax Relief on adapted vehicles and claim Fuel Grant</p> <p style="font-size: x-small;">Learn more</p> </div> <p style="background-color: #008080; color: white; padding: 5px; text-align: center; margin-top: 10px;">Enter →</p>	

By selecting Drivers & Passengers with Disability, you will be presented with a range of options depending on the stage of your application under the scheme. For first time applicants the only option available will be the option to submit a DD1 application.

Select the appropriate category that refers to the application you wish to make.

English / Gaeilge

Revenue
Cáin agus Custaim na hÉireann
Irish Tax and Customs

Drivers & Passengers with Disabilities (DPD)

Claim Tax Relief in relation to a Vehicle Purchased

Claim as a Driver, Passenger or Family Member (Form DD1)	Claim on behalf of a Qualifying Organisation (Form DDO)	Amend Existing Application
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Grants and Refunds

Claim Fuel Grant	Claim VRT & VAT Refunds
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Medical Officer

Input a Primary Medical Certificate

Close

This screen will be prepopulated with the relevant information relating to the PPS / Tax Reference number of the person / organisation registered on [myAccount](#).

Disabled Drivers Claim

Application form DD1 for tax relief in relation to vehicles purchased for use by people with disabilities



Application form DD1 for tax relief in relation to vehicles purchased for use by people with disabilities

Applicant Details

Tax Reference Number*	<input type="text"/>	<input type="text"/>	Tax Reference Type*	<input type="text"/>
Name*	<input type="text"/>			
Address*	<input type="text"/>			
Eircode	<input type="text"/>			
Daytime Phone Number*	<input type="text"/>	Date of Birth*	<input type="text"/>	
Are you claiming as a*	<input type="text"/>			

Bank Details

IBAN*	<input type="text"/>	BIC*	<input type="text"/>
<input type="checkbox"/> Tick this box if you authorise repayment due to you to be paid directly to the above bank account			

Vehicle Details

VIN Number*	<input type="text"/>	Fuel Type*	<input type="text"/>
Vehicle Type*	<input type="text"/>	Adaptations to Vehicle*	<input type="text"/>
<input type="checkbox"/> Tick this box if the vehicle is the subject of a lease arrangement			

Garage Details

VAT Number*	<input type="text"/>
Name*	<input type="text"/>
Address*	<input type="text"/>
Phone Number*	<input type="text"/>

Supporting Documents

Primary Medical Certificate*	<input type="button" value="Choose file"/>	No file chosen
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*Denotes mandatory field

Complete the screen below following all the prompts given.

Disabled Drivers Claim

Application form DD1 for tax relief in relation to vehicles purchased for use by people with disabilities

Applicant Details

Tax Reference Number	<input type="text"/>	<input type="text"/>	Tax Reference Type	<input type="text"/>
Name	<input type="text"/>			
Address	<input type="text"/>			
Eircode	<input type="text"/>			
Daytime Phone Number	<input type="text"/>	Date of Birth	<input type="text"/>	
Are you claiming as a	<input type="text"/>			

Bank Details

IBAN	<input type="text"/>	BIC	<input type="text"/>
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Tick this box if you authorise repayment due to you to be paid directly to the above bank account

Vehicle Details

VIN Number	<input type="text"/>	Fuel Type	<input type="text"/>
Vehicle Type	<input type="text"/>	Adaptations to Vehicle	<input type="text"/>

Tick this box if the vehicle is the subject of a lease arrangement

Garage Details

VAT Number	<input type="text"/>
Name	<input type="text"/>
Address	<input type="text"/>
Phone Number	<input type="text"/>

Supporting Documents

Primary Medical Certificate	<input type="text"/>
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Please confirm the details entered are correct

Please ensure you have ticked the declaration and then submit your claim.

Disabled Drivers Claim

It is an offence to make a false declaration for the purposes of obtaining relief from tax.

Any information which is found to be false or misleading will result in full and immediate recoupment of all reliefs granted and may also result in prosecution

Declaration

I wish to apply for relief from tax under the Disabled Drivers and Disabled Passengers (Tax Concessions) Regulations, 1994(S.I. 353 of 1994)

It is an offence to make a false declaration for the purposes of obtaining relief from tax. Any information which is found to be false or misleading will result in full and immediate recoupment of all reliefs granted and may also result in prosecution



I hereby declare that the information on this form and on supporting documentation is true and correct to the best of my knowledge and belief.

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Submit Claim

If everything is in order and your application has been accepted, you will receive this acknowledgement screen. The exemption notification will issue in due course.

Disabled Drivers Claim

Thank you for submitting a tax relief for drivers with disabilities claim. Your Tax relief application will be processed in due course. Your application number is 1762.

Applicant Details

Tax Reference Number	Tax Reference Type
Name	
Address	
Eircode	
Daytime Phone Number	Date of Birth
You are claiming as a	

Bank Details

IBAN	BIC
Repayment Directly	

Vehicle Details

VIN Number	Fuel Type
Vehicle Type	Adaptations to Vehicle
Lease Arrangement	

Garage Details

VAT Number
Name
Address
Phone Number

Supporting Documents

Primary Medical Certificate

Close [Save as PDF](#)

Fuel Grant Claim

To submit your Fuel Grant Claim, login to **myAccount** and select the Drivers & Passengers with Disabilities (DPD) tax service. Select the Fuel Grant Option to proceed.

English / Gaeilge

Revenue
Cáin agus Custaim na hÉireann
Irish Tax and Customs

Drivers & Passengers with Disabilities (DPD)

Registration

- Claim Tax Relief on a vehicle to be purchased by Driver/Passenger with Disability (DD1)
- Amend Vehicle Details

Grants and Refunds

- Claim Fuel Grant

Close

Follow the onscreen prompts and complete the online form - your personal details will be prepopulated on the form.

Drivers & Passengers with disabilities fuel grant

The Fuel Grant for Members of the Drivers and Passengers with Disabilities Scheme was introduced on 1 January 2015 to replace the repayment of excise duty on fuel element of the Scheme. The rates of payment of the Fuel Grant are set at €0.59 per litre of petrol, €0.48 per litre of diesel and €0.10 per litre of liquefied petroleum gas (LPG). The fuel grant may be claimed up to annual maximum of 2,730 litres in respect of a driver or passenger, and up to 4,100 litres in respect of an organisation

The Fuel Grant form is being processed for the Minister for Finance by the Office of the Revenue Commissioners. Payments will be made by the Department of Finance following the processing of the Fuel Grant form by Electronic Fund Transfer



If you are an organisation you need a tax reference number before you apply.
If you are an individual you need a PPS number before you apply.
Please input the amount of fuel actually used in the transportation of the person with disability.
Please retain your receipts for verification of fuel purchased to transport the person with the disability for a period of 4 years.

Applicant Details

Tax Reference Number	<input type="text"/>	<input type="text"/>	Tax Reference Type	<input type="text"/>
Name	<input type="text"/>			<input type="text"/>
Address	<input type="text"/>			<input type="text"/>
Eircode	<input type="text"/>	Phone Number	<input type="text"/>	

Vehicle Details

Vehicle Reg No.	<input type="text"/>	Fuel Type	<input type="text"/>
Vehicle Approved From	<input type="text"/>		
Please enter the twelve month period for which you are claiming the fuel grant			
From*	<input type="text"/>	To*	<input type="text"/>
No. of litres used for the transport of the person with the disability*	<input type="text"/>		


Bank Details

IBAN*	<input type="text"/>	BIC*	<input type="text"/>
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[Back](#) [Submit Claim](#)

You will receive a the following confirmation screen upon successful completion of your claim. Your claim will be processed and the Fuel Grant paid directly into your bank / other financial institution's account.

Drivers & Passengers with disabilities fuel grant



Thank you for submitting fuel grant claim for drivers & passengers with disabilities. Your claim will be processed in due course.

Applicant Details

Tax Reference Number	Tax Reference Type
Name	
Address	
Eircode	Phone Number

Vehicle Details

Vehicle Reg No.	Fuel Type
Vehicle Approved From	
From	To
No. of litres used for the transport of the person with the disability	

Bank Details

IBAN	XXXXXXXXXXXX	BIC	XXXXXXXXXXXX
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Fuel Payment

Fuel Payment

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