

Railway Restaurant Car Licence Renewal Application



**IT IS AN OFFENCE TO TRADE WITHOUT AN EXCISE LICENCE. YOU MUST WAIT UNTIL
THE LICENCE ISSUES BEFORE YOU COMMENCE TRADING.**

Please read the notes overleaf before completing this Application

Please Complete in **BLOCK CAPITALS**

Do NOT enclose payment with this Application

Licence/Permit Details

Licensee Name: _____

Please enter the Licensee name. *(These details will appear on the Licence)*

Premises Address: _____

Please enter the address of the premises that is to be licensed.

Tax Reference No:

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Please enter the Tax Reference Number of the Licensee as named across.

Railway Restaurant Car Licence Ref. No:

**Please complete this form to request a Renewal Notice for Railway Restaurant Car Licence(s)
(see overleaf for section When to use this Form)**

List of Registration Number(s) of Railway Restaurant Car Licence(s) being applied for (€500 each)

Declaration

I declare that the person(s)/entity named above is/are the current trading person(s)/entity and I hereby make application for the licence(s) described above.

Signature _____

Date _____

Position _____

Director, Secretary, etc.

Tel. No: _____

When to use this Form

Renewal of existing Railway Restaurant Car Licence(s)

This form can be used to inform Revenue of the registration number(s) of Railway Restaurant Car Licence(s) you wish to acquire. This can also be done by email at exciselicences@revenue.ie or by contacting the National Excise Licence Office on 1890 500 400.

Where additional Railway Restaurant Car Licence(s) are being added during the Licensing year.

This form can be used to inform Revenue of the registration number(s) of any additional Railway Restaurant Car Licence(s) required.

Application Process

Requirements: You must hold the following documents. However, **do not** submit these documents with your Application.

- A valid Tax Clearance Certificate
- Short Certificate of Incorporation (If Licencee is a Company)
- Certificate of Registration of Business name

Process:

- Complete this Application Form and submit to the National Excise Licence Office, Government Offices, The Glen, Waterford. **Do not submit Payment with this Application.**
- The completed Application Form is processed and if approved a Renewal Notice for your Railway Restaurant Car Licence(s) will issue.
- On receipt of your Renewal Notice, you can apply for your Railway Restaurant Car Licence(s) using the **Payment Options** below.

Payment Options

- **Revenue On-Line Service (ROS):** You can renew your Excise Licence on-line using ROS For details visit the Revenue website at www.revenue.ie or phone **ROS Helpline:1890 201 106**
- OR -
- **By completion of the Payslip located at the bottom of the Renewal Notice:** Payment should be made by cheque / bank draft and made payable to the Collector-General using the prepaid envelope provided. **Do not enclose Cash**

Office of the Revenue Commissioners
National Excise Licence Office
Government Offices
The Glen
Waterford

Contact us:
1890 500 400
exciselicences@revenue.ie
www.revenue.ie