

Claim by an Institution/Society for Refund of Value Added Tax (VAT) paid in respect of radio broadcasting reception apparatus intended for use by blind persons under section 20(2) of the Value-Added Tax Act, 1972.



I. Details of Claimant Body

Please complete this section in BLOCK LETTERS

Name of Institution/Society:

Address:

Personal Public Service No.*/Tax Reference No(s):

E-mail Address: Telephone Number:

2. Details of Claim

The following details should be extracted from each invoice attached to support the claim and entered in the Table below. If there is insufficient space please attach separate list.

Name of Supplier	Description of goods	Date	Amount of Expenditure	VAT Content €
TOTAL			€	€

3. Declaration

Anyone who knowingly makes a false statement for the purpose of obtaining repayment of VAT is liable to penalties.

I declare that —

- (a) (insert name of institution/society) has, as its primary object, the amelioration of the lot of blind persons;
- (b) the outlay in relation to which this claim arises was incurred solely on the purchase of radio broadcasting reception apparatus and parts of such apparatus for the use of blind persons; and
- (c) all particulars furnished on this form are true and correct to the best of my knowledge and belief.

Signature: Date: / /

Status: (your authorisation to sign must be attached)

OFFICIAL USE ONLY

1. Warrent No.:
 2. Examination By:
 3. Checked by:
 4. Amount Allowed: €

Customer No.:
 On: / /
 On: / /

IMPORTANT - Please read the following notes before you submit your claim

1. In the case of lease/hire, a copy of the lease/hire agreement(s) must be submitted with your **first** claim, together with a schedule of VAT paid **and** a statement of account: in all **subsequent** claims **only** the **schedule of the VAT** paid **and** the statement of account need be submitted. In the case of hire purchase agreement(s), a copy of the hire purchase agreement(s) together with the invoices(s) must be submitted.
2. Claims for repayment must be made within 4 years from the end of the taxable period to which the claim relates. The taxable periods are January/February, March/April, May/June, July/August, September/October, November/December each year. For example, the claim for a refund of VAT in respect of an invoice issued in January 2005 must be made not later than February 2009.
3. **Before** you submit this claim form please **ensure** that:
 - you have completed sections 1 to 3. you have signed the declaration in section 3.
 - you have attached all supporting documentation i.e. **original** invoices for all goods in the claim *or* receipts for VAT paid on imported goods.
 - the invoices are legible, dated and show the VAT content, the supplier's, name, address and VAT number and an adequate description of the goods and services involved.
 - **photocopies of supporting documentation (including invoices) are attached if you want the originals to be returned to you.**
 - you have attached the authorisation of the claimant body for you to sign the claim
4. Claim Forms together with supporting documentation should be returned to:
Central Repayments Section,
Revenue Commissioners,
M: TEK II Building,
Armagh Road, Co. Monaghan.
Tel. 04762100 or LoCall 1890 606061
Fax : (047)62199
5. Further copies of this form may be obtained from the above address or downloaded from Revenue's website: **www.revenue.ie**