

## Claim for Tax Relief in Relation to Vehicles Purchased for use by Qualifying Organisations

The Drivers and Passengers with disabilities scheme provides repayment or remission of VAT and Vehicle Registration Tax (up to a certain limit) on the purchase of an adapted vehicle for transport of a person with specific severe and permanent physical disabilities.

### Online application

- Please go to **www.revenue.ie**.
- Log onto **myaccount** or ROS.
- Select the Drivers and Passengers with Disabilities (DPD) option.
- Select the appropriate category that refers to your application.
- Complete and submit.

If everything is in order and your application has been successful, the exemption notification will be available for you to download straightaway. (A random number of applications will be selected for audit, this may delay the approval of some applications.)

If you are unable to complete your application online you may complete this paper form and submit to the address below.

### How to complete this application form to claim this tax relief:

- Please use BLOCK LETTERS.
- Place a tick  in the relevant boxes.
- Ensure all supporting documentation is attached to your application or everything will be returned to you.

More information is available about the Drivers and Passengers with Disabilities Scheme and can be accessed by downloading the leaflet **VRT7** from **www.revenue.ie** or by contacting the Central Repayments Office on 01 738 3671.

**The form should be forwarded to the following address:**

**FREEPOST  
Office of the Revenue Commissioners  
Central Repayments Office  
Sarsfield House  
Francis Street  
Limerick  
V94 R972**

The Revenue Commissioners collect taxes and duties and implement customs controls. Revenue requires customers to provide certain personal data for these purposes and certain other statutory functions as assigned by the Oireachtas. Your personal data may be exchanged with other Government Departments and agencies in certain circumstances where this is provided for by law. Full details of Revenue's data protection policy setting out how we will use your personal data as well as information regarding your rights as a data subject are available on our **Privacy** page on [www.revenue.ie](http://www.revenue.ie). Details of this policy are also available in hard copy upon request.



# CHECKLIST

When submitting this form please ensure you have all of the following:

1. Fully Completed DDO

2. Copies of Primary Medical Certificates for disabled person(s)

\* Please note a minimum of 5 copies of Primary Medical Certificates are required if you answered YES to Q3 above

3(a). Declaration of Conversion of a Vehicle (for a new vehicle)

or

3(b). Suitably Qualified Individual (SQI) (for used vehicles)

4(a). Copy of quotation for the purchase of a new vehicle

or

4(b). Copy of purchase invoice for the vehicle marked **paid in full**

5(a). Copy of quotation detailing the adaptations to be carried out on the vehicle

or

5(b). Copy of invoice detailing the adaptations carried out on the vehicle marked **paid in full**

6. Is the form signed and dated

**Please retain original documentation as these may be requested for verification purposes.**

The completed application form should be sent to:

**Office of the Revenue Commissioners**

**Central Repayments Office**

**Sarsfield House**

**Francis Street**

**Limerick**

**V94 R972**