



## Form ESOT1 - Income Tax

### Return of Information of an Approved Employee Share Ownership Trust (Paragraph 3(5) Schedule 12 Taxes Consolidation Act 1997)

In any communication  
please quote:  
**ESOT**

### PERIOD ENDING 31 DECEMBER 2023

**Name of Approved Scheme:**

(approved under Schedule 12 Taxes Consolidation Act 1997)

**Please read the notes on page 5 before completing the form and signing the declaration.**

Please:

- (a) complete the form as required,
- (b) complete the declaration on page 4, and
- (c) send the completed form to the Section named below on or **before 31 March 2024**.

Office of the Revenue Commissioners,  
Employee Share Scheme Section,  
Personal Taxes Branch 1,  
Personal Taxes Policy & Legislation Division,  
Stamping Building,  
Dublin Castle,  
Dublin 2.  
D02 HW86

The required information should be supplied on a separate sheet if the space under any heading is inadequate.

**Penalties: Failure to make the required return or the making of an incorrect return will give rise to penalties.**

## 1. Trustees Funds

(a) State the amount of funds received by the Trustees in the period ending 31 December 2023.

€

(b) Give a breakdown of the source of these funds under the following headings:

Company Contribution	Borrowings	Dividends	Deposit Interest	Other (Describe)
€	€	€	€	€

(c) State the amount of these funds used to acquire shares

€

(d) Confirm how the balance of these funds was utilised and the amount expended for each item of expenditure

Expense Item	Amount expended (€)

## 2. Acquisition of Shares

(a) State the date(s) the shares were acquired

/ /

(b) State the market value of the shares at the date of each acquisition

€

(c) State the number of shares acquired at each date

## 3. Participating Companies

For each **relevant time** in the Scheme, please provide the following information (**Note 1**)

Name of Participating Company	Corporation Tax Number	Employer's Registered Number	Number of Employees	Number of Beneficiaries

#### 4. Shares / Securities Pledged (Note 2)

State the number of shares / securities pledged as security at each **relevant time**.

Relevant Time	No. of Shares / Securities Pledged

#### 5. Sale of Shares / Securities (Note 3)

(a) State the date(s) of sale of any shares / securities

/ /
€

(b) State the market value of the shares / securities at the date(s) of sale

(c) Please provide a capital gains tax computation where relevant

#### 6. Transfer of Shares / Securities or sums on the death of a Beneficiary

Name of deceased Beneficiary	Date of death	PPSN	Cash Payment or Transfer of Shares / Securities	Market value of Shares / Securities at date of transfer €	Amount of cash payment €	Name and address of recipient

#### 7. Transfer of Shares / Securities or sums to other Beneficiaries

Name of Beneficiary	PPSN	Date of transfer of Shares / Securities or Cash Payment	Cash Payment or Transfer of Shares / Securities	Market value of Shares / Securities at date of transfer €	No of Shares / Securities transferred	Amount of cash payment €

## 8. Reorganisation / Amalgamation (Note 4)

Please provide the following information :

(a) The date of the reorganisation / amalgamation

/ /

(b) The market value of the shares / securities immediately prior to that date

€

(c) The total market value of each class of new securities at that date

€

(d) The name of the company of which the new securities form part

(e) The class(es) and total number of new securities received for each class

## 9. Transfer of Shares to Approved Profit Sharing Scheme

Date of Transfer	No of shares Transferred	Total Market Value of Shares Transferred €

## 10. Alterations to the scheme

(a) Has the scheme been altered in any way since it was approved by the Revenue Commissioners?

Yes

No

(Please tick the appropriate box)

(b) Have any of the requirements of Schedule 12 Taxes Consolidation Act 1997 ceased to be satisfied since the scheme was approved by the Revenue Commissioners?

Yes

No

(Please tick the appropriate box)

If the answer to either of the above questions is "Yes", please supply full details to the Revenue Commissioners (if not already supplied).

## 11. Declaration

I certify that the information given on this return is correct and complete.

SIGNATURE\*

Address of the Company

Date

Telephone Number

\*Return to be made by the Trustee of the ESOT.

## Notes

1. You are required under paragraph 3(5), Schedule 12, Taxes Consolidation Act 1997 to complete this return of information.

Under paragraph 3(1), Schedule 12, Taxes Consolidation Act 1997 the Revenue Commissioners may withdraw approval of a scheme because of the trustees' failure to make a return.

2. The information should be provided in respect of each **relevant time** as referred to in paragraph 11 / 11A, Schedule 12, Taxes Consolidation Act 1997 in respect of **shares / securities pledged** referred to in paragraph 11(2B) / 11A(5), Schedule 12, Taxes Consolidation Act 1997.
3. A capital gains tax computation will not be required where section 519(7A), Taxes Consolidation Act 1997 applies but the sale of shares / securities in those circumstances should be included for information purposes.
4. This information should be provided in respect of a reorganisation, reduction in share capital or an exchange of securities as referred to in paragraph 15, Schedule 12, Taxes Consolidation Act 1997.

The information in this document is provided as a guide only and is not professional advice, including legal advice. It should not be assumed that the guidance is comprehensive or that it provides a definitive answer in every case.

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.