

The requirements for the first time taxing of a light goods vehicle not exceeding 3,500kg design gross vehicle weight (DGWV).

Please note: All supporting documentation must be in the name of the registered owner. In the event of any differences, connectivity must be established to the satisfaction of the Licencing Authority. The Motor Tax Office, in its absolute discretion may require additional information.

1. RF100A/RF100B Motor Tax Application form where the vehicle is being taxed for the first time in current ownership or RF100 Motor Tax where the vehicle is being taxed for the very first time (this includes vehicles that are newly registered in the state). RF111 Change of Particulars where tax class is being changed to goods. Forms should be completed and signed by the registered owner.
2. A completed goods only declaration form RF111A – this form should be stamped and witnessed in a Garda Station.
3. Original Current Certificate of Insurance (not the insurance disc) which must state that the applicant/vehicle concerned is covered for the carriage of goods in the course of your business (the nature of business should match that which is stated on your goods only declaration form RF111A)
4. If the vehicle is new and weighs more than 1,524 kg, has been imported or there is no weight on the NVDF, a weight docket from an Authorised Weighbridge is required (see list of Authorised Weighbridges on reverse). If the vehicle has been previously taxed and there is a change to the unladen weight, the Vehicle Registration Certificate (VRC/logbook) must also be surrendered and a new one will be issued.
- 5.

<p>(A) If the applicant is <u>self-employed e.g. farmer, plumber, electrician or sole trader and the vehicle is registered in individuals name</u>, an original/print off dated within the last 12 calendar months from Revenue/ROS of any of the following must be submitted:</p> <ul style="list-style-type: none"> • V.A.T. evidence or • the notice of tax registration form or • a notice of assessment /self assessment or • a pay and file notice 	<p>(C) If the applicant is <u>employed by a business/company and is a PAYE worker</u>, the following must be submitted:-</p> <ol style="list-style-type: none"> a) An original letter (dated, signed and on headed paper) from employer which must state:- <ul style="list-style-type: none"> - that the named applicant is an employee; - the registration number of the vehicle in question; - that the vehicle is used <u>solely</u> for the carriage of goods in the course of the named applicant's employment with that employer. (This wording must be used in all cases); - the nature of the business and - the employers revenue registration number. b) Original correspondence from the Revenue Commissioners dated within the last year relevant to the applicants current employment showing the applicants name, address and PPS number e.g. End of Year Statement (P21)/ Tax Credit Certificate or a payslip dated within the last 6 weeks, relevant to the applicants current employment.
<p>(B) If the applicant is a <u>Company</u> and the <u>vehicle is registered in the company name</u>, an original/print off dated within the last 12 calendar months from Revenue/ROS of any one of the following must be submitted:</p> <ul style="list-style-type: none"> • Tax Clearance Certificate in company name • V.A.T. evidence or • the notice of tax registration form or • a notice of assessment /self assessment or • a pay and file notice 	

Note: If the vehicle is used in any private capacity i.e. social, pleasure or domestic purposes, it should be taxed at the private rate.

Queries should be directed to the Motor Tax Office, tel: 0818 06 5000/6000

Authorised Weighbridges

Operators	Address	Contact Number	Opening Hours	Maximum Capacity
Liffey Mills	Islandbawn, Nenagh	067 – 31055	Monday – Friday: 8.00am – 1.00pm & 2.00pm – 6.00pm Saturday: 8.00am – 1.00pm	50 ton
Tipperary County Council – Nenagh Recycling Centre	Limerick Road, Nenagh	0818 06 5000/6000	Monday - Thursday: 8.30am - 12.30pm & 1.00pm - 4.30pm Friday: 8.30am – 12.30pm & 1.00pm – 3.30pm Saturday: 9.00am – 12.45pm	
Rosadarra Irish Meats	Carrig, Roscrea	0505 – 30500	24 Hours per day	60 ton.
Tipperary County Council – Roscrea Recycling Centre	Dublin Road, Roscrea	0818 06 5000/6000	Monday - Thursday: 8.30am - 12.30pm & 1.00pm - 4.30pm Friday: 8.30am 12.30pm & 1.00pm– 3.30pm Saturday: 9.00am – 12.45pm	
Centenary Thurles Co-op Stores Ltd	Templemore Road, Thurles	0504 – 91940	9.00am – 6.00pm	50 ton.
Tirlán Farm Life (formerly Glanbia)	Derrygrath, Clonmel	052 – 6138002	9.00am – 1.00pm & 2.00pm – 5.30pm	50 Ton.
Tirlán Farm Life (formerly Glanbia)	Killenaule, Thurles	052 – 9156205	9.00am – 5.00pm	30 Ton.
Tirlán Farm Life (formerly Glanbia)	Carrickbeg, Carrick-on-Suir	051 – 640002	8.30am – 1.00pm & 2.00pm – 5.00pm	50 Ton.
Tipperary County Council, Donohill Landfill	Garryshane, Donohill	062 – 76277	Monday - Thursday: 8.30am - 12.30pm & 1.00pm - 4.30pm Friday: 8.30am – 12.30pm & 1.00pm – 3.30pm Saturday: 9.00am – 12.45pm	60 Ton
Tipperary Co-op	Station Road, Tipperary Town	062 – 33111	9.00am – 5.30pm	50 Ton.
Germinal Seeds	Horse & Jockey, Thurles	0504 – 41100	9.00am – 1.00pm & 2.00pm – 5.00pm	50 Ton
Tipperary County Council, Cashel Recycling Centre	Civic Amenity Centre, Cashel (Waller's Lot)	062 – 64150	Monday - Thursday: 8.30am - 12.30pm & 1.00pm - 4.30pm Friday: 8.30am 12.30pm & 1.00pm– 3.30pm Saturday: 9.00am – 12.45pm	60 Ton
Tipperary County Council	Recycling Centre, Carrigeen, Clonmel	052 – 6172328	Monday - Thursday: 8.30am - 12.30pm & 1.00pm - 4.30pm Friday: 8.30am 12.30pm & 1.00pm– 3.30pm Saturday: 9.00am – 12.45pm	60 Ton

Further information is available from: Motor Tax Office, Town Hall, Parnell Street, Clonmel, Co. Tipperary , E91 XH99 or Motor Tax Offices, Civic Offices, Nenagh, Co. Tippeary, E45 AO99, telephone: 0818 06 5000/6000