

Rent Assessment Form 2024

I/We certify that the information shown below is complete and correct and that all residents and all incomes in the dwelling are recorded below. I/We authorise and give authority to the Council to seek and receive any information which the Council may require from my/our employer's or from the Revenue Commissioners and Dept. of Social Protection or from any other source in relation to household income. I/We have read the information leaflet on the Rent Assessment Form 2023 and have included all applicable documentation and am/are aware that the inclusion of any false or misleading information, or deliberate exclusion of vital information, could leave me/us open to prosecution.

Name : _____

Address: _____

Signature of Tenant 1: _____ **Date:** _____

Signature of Tenant 2: _____ **Date:** _____

House Tel No : _____ **Mobile 1:** _____ **Mobile 2:** _____ **email 1:** _____ **email 2:** _____

Full Name of Tenant(s)/Occupant(s)	Date of Birth	PPS. Number	Relationship to Tenant 1 Partner/Spouse/ Child/Student/ Other	Source of Income	Weekly Net Amount	Receiving Working Family Payment Yes/No	In receipt of, or paying Maintenance Yes/No	Adult 18 to 26 years in Full Time Education	FOR OFFICIAL USE ONLY
Tenant 1									
Tenant 2									

Rent Review 2024 – Information Leaflet

1. Please complete the review form and return to:

Estate Management
Housing
Monaghan County Council
Glen Rd
Monaghan

2. You must supply details for **all occupants** of the house.

3. Before returning the completed form ensure you have

- a) Signed the form on the top of the page where indicated.
- b) Included the relevant documents listed below for **all occupants**.

Proof of income

- If in receipt of **Social Welfare** include Social Protection payslip or Bank statement if paid directly into your Bank Account.
- If in **full/part time employment** supply 3 recent consecutive payslips.
- If **self employed** submit most recent Notice of Tax Assessment.
- If you have **ceased employment**, please include either
 - Official proof that has been downloaded from the my account service on revenue.ie or
 - A letter from your previous employer

Aged 18 and over and in Full Time Accommodation

- Submit letter of proof from school or college.

Occupant moved in /moved out in the last 12 months

- Moved in - provide the date of occupancy and previous address.
- Moved out - provide the date they left and proof of new address.

Maintenance payment relating to children

- Where in receipt of maintenance evidence of payment without interruption, ie Bank Statement.

4. If you do not return this form with the requested information a penalty rent will be applied to your account.
5. Any changes in rent will be notified to you in writing.
6. Changes in circumstances may be backdated.

Enquiries: Email: housing@monaghancoco.ie

Telephone: 047 30500

Data protection

This information is sought for the purpose of section 20 and section 22 of the Housing (miscellaneous provisions) Act 2009, and section 58 of the Housing Act 1966 - 2014 as amended and section 31 Housing Act 2009 as amended and shall be used only for the purposes for which it is intended. The personal data that you provide will be processed in accordance with the General Data Protection Regulations and the Data Protection Act 2018. Your personal data may be shared with other government agencies in accordance with the law. Monaghan County Council is compliant with data protection legislation including the provisions of the Data Protection Act 2018 and GDPR. A copy of the privacy statement can be provided if you request it in writing from the Housing Section, Monaghan County Council, Glen Rd, Monaghan.