



Small Business Vacant Premises Incentive Scheme



Name of Applicant / Trading Name	
Contact Person	
Business Address	
E-mail	Phone Number
Property ID (Identifier on Commercial Rates Bill)	Company Registration Number
Please provide a brief description of your business. Such as type of business, number of staff employed.	
Date of first trading at this address ___/___/_____	

Was the property vacant for 6 months prior to your occupation? Yes No

(You must provide proof of the vacancy period)

Have you traded within 3KM of this property, within 6 months of opening? Yes No

Is your business one of the following?

	YES	NO		YES	NO
Betting shop / Casino			Private members club		
Head Shop			Moneylender		
Adult shop			Pawn broker		
Amusement arcade			Cash for Gold Shop		
Liquid Tobacco			Tattoo parlour		
Electric cigarettes Shop			Sunbed /Tanning studio		
Nightclub					

Please provide your Bank Account Details (Payments will be made via EFT)	BIC
	IBAN
Branch Address	
Account Name	

Have you included?	
Tax Clearance Certificate	<input type="checkbox"/>
Evidence of 6 month Vacancy	<input type="checkbox"/>

	Rates eligible	Grant category	Maximum Grant award to Business
Year 1	Up to €2,000	75%	€1,500
Year 2	Up to €2,000	50%	€1,000
Year 3	Up to €2,000	25%	€ 500
Total			€3,000

Conditions:

Grants are based on the commercial rates paid by the business for the qualifying business premises, 75% of the commercial rates value up to the cap in year 1, 50% of the rates up to the cap in year 2 and 25% of the commercial rates up to the cap in year 3.

A rates limit of €2,000 applies to all applications.

Vacancy period must be greater than 6 months and evidence provided.

All applicants must apply using the official application form within the first 12 months of opening in the relevant premises.

Incentive grants will be paid on a rolling 12 month basis, starting 12 months after the business opened.

All grants are paid electronically to the businesses bank account.

All applicants must be tax compliant and provide a Tax Clearance certificate.

All rates due for the applicant must be up to date for the year the grant applies to.

Where an applicant is also a Kilkenny Local Enterprise Office client with a refundable grant, the refundable grant repayments must be up to date.

Applicants must be signed up for collection of rates through Direct Debit.

Each applicant must be compliant with planning conditions, if applicable.

Job and business displacement will be a factor in the application evaluation.

The decision of the evaluation committee is final.