



FÓGRA UM ATHBHREITHNIÚ CÍOSA ÍCT (HAP), 2023

Tá Athbhreithniú Cíosa á dhéanamh do gach Tionónta ÍCT (HAP). Chun a chinntiú go bhfuil na **sonraí ceart agus cothrom le dáta ag gach teaghlach**, tá muid ag iarraidh ar thionóntaí an fhoirm Athbhreithnithe ÍCT a chomhlánú agus sonraí maidir le líon daoine sa teaghlach agus ioncam teaghlacha a chur san áireamh. Seolfar foirmeacha cíosa go díreach chuig gach tionónta.

Is ar an tionónta féin atá an cúram, faoin gComhaontú Ranníocaíochta Cíosa, chun a chinntiú go gcuirtear na sonraí cearta faoi bhráid Oifig ÍCT, ionas go mbeifear in ann an cíos a ríomh i gceart. Mura gcuirtear ar ais an fhoirm comhlánaithe go hiomlán leis na cruthúnais ábhartha ar ioncam d'fhéadfadh go mbeadh cíos siardhátaithe mar thoradh air riaráistí á gcur i bhfeidhm ar do chuntas ÍCT.

Sula seolfaidh tú an fhoirm chomhlánaithe ar ais, cinntigh le do thoil go mbeidh na sonraí san áireamh do GACH tionónta mar aon leis na doiciméid ábhartha seo a leanas:

- Má tá fostaíocht lánaimseartha/páirtaimseartha i gceist, cuir 3 dhuillín pá as a chéile ar fáil do gach ball den teaghlach atá i bhfostaíocht.
- Má íocaíocht Leasa Shóisialaigh i gceist, TABHAIR ISTEACH 3 Fháiltas Leasa Shóisialaigh/Ráiteas Bainc as a chéile
- Má tá Féinfhostaithe i gceist seol an Fógra Measúnaithe Cánach is déanaí ó na Coimisinéirí Ioncaim.
- Má tá daoine 18 mbliana d'aois agus níos sine in oideachas lánaimseartha seol cruthúnas ón scoil nó ón gcoláiste.
- Má tá Cothabháil á fháil agat, SEOL ISTEACH cruthúnas air, le do thoil.
- Má tá áititheoir tar éis bogadh isteach tabhair an dáta áitíochta agus an seoladh roimhe seo.
- Má tá áititheoir tar éis bogadh amach tabhair an dáta ar fhág sé/sí agus fianaise dhoiciméadach ar sheoladh nua.

Seol ar ais le do thoil an fhoirm comhlánaithe go hiomlán mar aon leis na cruthúnais ábhartha ar ioncam faoin Luan 13 Samhain, 2023 chuig an Deasc Sheirbhíse do Chustaiméirí, Comhairle Contae Phort Láirge, Sráid Nua Bailey, Port Láirge X91 XH42, nó Oifigí Cathartha, Cé Dhaibhéid Dún Garbhán, Co. Phort Láirge, X35 Y326.

Ceistanna: hap@waterfordcouncil.ie

NOTICE OF HAP RENT REVIEW 2023

A Rent Review is being carried out for all HAP Tenants. In order to ensure that we have the **household correct and up to date details**, Tenants are requested to complete the HAP Rent Review Form regarding their household make up and income details. Rent forms will be posted directly to all tenants.

It is the Tenants responsibility under their Rent Contribution Agreement to ensure that they submit the correct details to HAP Office for rent calculation purposes. Failure to return the form fully completed with the relevant proofs of income may result in back-dated rent arrears being applied to your HAP account.

Before returning the completed form, please ensure to include details of ALL occupants and the following relevant documents:

- If in full/part time employment supply 3 recent consecutive payslips for all household members who are in employment.
- If receiving Social Welfare Payments, please SUBMIT 3 consecutive Social Welfare Receipts/Bank Statement
- If Self-employed submit recent Notice of Tax Assessment from Revenue.
- Aged 18 and over in fulltime education submit proof from school or college.
- If in receipt of Maintenance, please SUBMIT proof of same
- Occupant Moved In provide the date of occupancy and previous address.
- Occupant moved out provide the date they left and documentary evidence of new address.

Please return the form fully completed with relevant proofs of income by Monday 13th November, 2023 to the Customer Service Desk, Waterford City & County Council, Bailey's New St. Waterford X91 XH42, or Civic Offices, Davitts Quay Dungarvan, Co. Waterford X35 Y326.

Queries: hap@waterfordcouncil.ie