



Clare County Council Building Control Authority

Request for Exemption of Fees from Building Control Management System

(Article 22 – Exemptions – Building Control Regulations 1997 to 2025)

This completed form should be attached to the notice or application being submitted. A separate form should be completed in respect of each notice or application.

I hereby seek an exemption from fees under the above article of the regulations for reasons as outlined below –

Application or Notice Types or Certificates Fee Exemption	Y	N	€ Amount of Fee
1. Commencement Notice			
2. 7 Day Notice			
3. Fire Safety Certificate			
4. Revised Fire Safety Certificate			
5. Regularisation Certificate			
6. Disability Access Certificate			
7. Revised Disability Access Certificate			
8. Dispensation from Building Regulations			
9. Relaxation of Building Regulations			

Reason for Claim of Fee Exemption:

Voluntary Body (Article 22 (2)(a)) <i>The application is being made by or on behalf of a Voluntary Organisation.</i> <i>(Please note that voluntary and charitable are not the same thing)</i>	Y/N
Please provide details under the following headings to support voluntary status and to demonstrate that the purposes of the organisation are not mainly for profit or gain:	
1. Voluntary funding only (<i>provide details of source of voluntary funding</i>): _____ _____ _____	
2. Number of paid directors (<i>provide details</i>): _____ _____ _____	
3. Other (<i>provide details</i>): _____ _____ _____	
Outline one of the following uses of the building:	
1. Article 22 (2)(a)(i) - intended to be used for social, recreational, educational or religious purposes by inhabitants of a locality generally or by people of a particular group or religious denomination and is not to be used mainly for profit or gain.	

For schools and educational buildings, in accordance with article 22(3) of the Building Control Regulations 1997 to 2025, where the works are being externally funded (refer to point 1 above), such as by the Department of Education, fees are payable, with the exception of fee for a Disability Access Certificate or a Revised Disability Access Certificate where the maximum number of mainstream teachers employed in the school is or will be 4 or less". (provide details):

2. Article 22 (2)(a)(ii) - intended to be used as a hostel, workshop or other accommodation for disabled, poor or homeless persons and is not to be used mainly for profit or gain (provide details):

3. Article 22 (2)(a)(iii) - is ancillary to as described in item 1. or 2. above (provide details):

Approved Housing Body (Article 22(2)(b))

The Applicant is a body standing approved of for the purposes of section 6 of the Housing (Miscellaneous Provisions) Act, 1992 (No. 18 of 1992).

Y/N

AHBRA Registration Number : _____

Outline one of the following uses of the building:

1. Article 22 (2)(b)(i) - designed or intended to be used for the accommodation of poor or homeless persons or persons who would otherwise be likely to require housing accommodation provided by a housing authority, and is not to be used mainly for profit or gain (provide details):

2. Article 22(2)(b)(ii) - ancillary to item 1 above (provide details):

I hereby confirm that I have read Article 22 of the Building Control Regulations 1997 to 2025 and comply fully with its provisions and as such request an exemption from fees for the application/ notice as outlined above.

Signed: _____ Date: _____

Name (Block Letters): _____ Role/Title: _____

Premises Name: _____

Premises Address: _____

Use of Premises: _____