8.4/ 8.5 If there are elapsed months since the expiry of the last Motor Tax disc, which are not covered by a past owner period or a Declaration of non-use, arrears are due. Enter a continuous period of arrears in the boxes provided at 8.4 on the form. If the arrears period is broken, enter the details using the boxes at 8.4 and 8.5 on the form.

8.6 Enter the renewal period you require and the relevant fee in the boxes provided. Renewal options of 3 months, 6 months or one year are available **unless** the annual fee is less than €114, in which case, only a renewal period of one year is available.

8.7 If the change to the vehicle took place during a current motor tax period and gave rise to an increase in the rate of motor tax payable, you are required to pay the difference between the original fee paid and the higher rate of motor tax due, from the start of the month in which the change took place.

C9 Complete this section if payment is being made by Credit Card or Debit Card.

C10 Complete Section 10 at a Garda Station if you are declaring non-use of the vehicle.

C11 You MUST complete Section 11.
The **signature** on the application must be that of the owner (defined in Section 130 of the Finance Act, 1992 as the Keeper) of the vehicle. In the case of the companies registered the Companies Act 1963, the signature must be that of the Managing Director or Secretary. Where a private firm is concerned, one of the partners' signatures must be inserted.

D. What must accompany this form

When completed this Form may be brought or posted to your local Motor Tax Office together with the following:

i) If change of Name/Address only:
- The Registration (Log) Book

ii) In All other changes:
- The Registration Book or Registration Certificate RF101
- The current Tax disc
- The Fee (if applicable) - include a cheque or postal order for the correct fee (including arrears and undercharge where appropriate), made payable to the appropriate County Council/City Council and crossed "Motor Tax Account". Do not send cash through the post. Contact your Motor Tax Office for clarification of the appropriate fees and other payment methods.

iii) If change of Unladen Weight:
- All in (ii)
- Weight Docket
- Certificate of Roadworthiness (CRW) or Pass Statement issued by an Authorised Tester (see Note C6)

iv) If change of Seating Capacity:
- All in (ii)
- Certificate of Roadworthiness (CRW) or Pass Statement

v) If change to Goods Class:
- All in (ii)
- Current Irish Certificate of Insurance under the Road Traffic Act 1961, as amended. You must provide the original Certificate and not a copy
- Certificate of Roadworthiness (CRW) or Pass Statement
- Goods only Declaration - goods vehicles with unladen weight under 1,524kg
- Weight Docket - goods vehicles with unladen weight over 1,524kg

vi) If change to other Tax Classes (e.g Public Service Vehicle (PSV), School Bus or Exempt):
- All in (ii)
- Certificate of Roadworthiness (CRW)

{and whichever is appropriate}
- PSV (Plate licence)
- Article 60 School Bus Licence
- Certificate of Approval from the Revenue Commissioners for Motor Tax Exemption

vii) If significant change in Body type
- All in (ii)
- Evidence that the Revenue Commissioners have been informed of the change

viii) If **taxing the vehicle:**
- All in (ii)
- Certificate of Roadworthiness (CRW) or Pass Statement

DISCLOSURE OF DATA

Computer data based on this document may be subject to disclosure under Section 60 of the Finance Act, 1993 (No. 13 of 1993) as amended by Section 86 of the Finance Act, 1994 (No. 13 of 1994) and regulations made thereunder. List of disclosees is registered with the Data Protection Commissioner - REF 0721/A

WARNING FALSE DECLARATIONS

Any person making a false declaration, or who subsequently fails to notify any changes in the licensing particulars now furnished, is liable to heavy penalties. A licensing authority may require appropriate evidence as to the accuracy of particulars declared

CHANGE OF PARTICULARS

RF111

Use this form if details relating to you or your vehicle have changed since the vehicle was last taxed
DO NOT USE THIS FORM TO REGISTER CHANGES OF OWNERSHIP (See Note B)

IT IS NOT NECESSARY TO COMPLETE ALL SECTIONS - READ NOTE C - SECTION 1 MUST BE COMPLETED

1. REGISTRATION NUMBER Make/Model

Colour(s) Chassis No.

Mr. Ms. etc. First Name(s)

Surname OR Company Name Address

Town/City County Phone No.

Address at which vehicle ordinarily kept (Enter "as across" if vehicle is kept at address across)

Has your name/address changed (e.g. on marriage) since the vehicle was last taxed? YES NO
(If this is the only change and there is no renewal of tax, simply complete Sections (1 & 9)

2. OFFICE USE ONLY VLC RBK DSC INS KG PSV SB EXMT VRT CRW Date Rec'd

2. NEW COLOUR(S)
Tick NO MORE THAN TWO boxes.

Beige	D		Orange	F	
Black	A		Pink	L	
Blue	J		Purple	K	
Bronze	P		Red/Maroon	M	
Brown	E		Silver	R	
Gold	Q		White/Cream	C	
Green	H		Yellow	G	
Grey	B		Multicoloured (3 or more colours)	N	

Is new colour metallic? YES NO

3. NEW BODY TYPE
Tick box or write description in space provided. See Note C3.

Saloon		1	Minibus		3
Hatchback		40	Bus		5
Estate		77	Open Lorry & Container		7
Jeep		76	Open Lorry Only		8
Hearse		21	Excavator/Digger		19
Van		6	Recovery Vehicle		60

Other - please specify:-

4. NEW TAX CLASS/BASIS OF ASSESSMENT
Tick one box

IMPORTANT See tax class definitions at Motor Tax Office and ensure that the vehicle is eligible to be Taxed in the class selected. See Note C4.

Private
Enter engine CC under P
Engine CC

Goods
Enter details under G
Unladen Weight (kg)
Will vehicle be used to Carry other people's goods for reward? YES 4 NO 5

Taxi T
Hackney H

Large Public Service Vehicle
Enter Seating capacity opposite L Seating capacity (excluding driver)

Youth/Community Bus
Enter Seating capacity opposite Y Seating capacity (excluding driver)

Exempt Vehicle
Indicate reason for exemption opposite E

Other - please specify

REASON FOR EXEMPTION
Tick box, ONLY IF new tax class is Exempt

State Owned	SO	1
Fire Services	FS	2
Diplomatic	DP	3
Disabled Drivers/ Passengers	DD	

Other - please specify