



Section 1: Appellant's details

If completing by hand please use block capitals

Name (individual / company / or organisation)	
PPSN /Tax Reference Number	

Address	
Email address	

Section 2: Appellant's representative's details (if applicable)

Name of agent	
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Address of agent	
Email address of agent	

If the application is being submitted by a representative on behalf of a taxpayer, please enclose written authorisation from the taxpayer

If the application is made on behalf of a company / organisation, please provide the full name and contact details of the person submitting the application and details of his / her position within the company or organisation



Section 3: Details of the Appealable matter

Tax type and amounts at issue

Please enclose a copy of the notification (notice of assessment or decision that you are appealing) received from the Revenue Commissioners

Relevant Legislation (if known)	
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Case Law (if known)	
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Notice of Appeal

Section 4: Grounds for Appeal

Please use this box to say why you disagree with the Revenue Commissioners' decision / assessment. If you are appealing against more than one decision / assessment, you must explain why you disagree in each instance.

Please note that Section 949I(6) of TCA 1997, as amended, provides that a party shall not be entitled to rely on any grounds of appeal that are not specified in this Notice unless the Appeal Commissioners are satisfied that the ground could not have been reasonably stated in this Notice.



Section 5: Signature

Signed		Date	
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If the application is being submitted via email / online please print your full name

If the application is made on behalf of a company / organisation please print the full name of the person who is submitting the application on behalf of the company / organisation

Section 6: Public hearings

Section 949Y of the TCA 1997, as amended, specifies that all hearings shall be held in public, unless you request all or part of the hearing to be held in private, or unless the Appeal Commissioners direct that all or part of the hearing should be held in private.

In the event that a hearing is to take place please indicate your preference by placing a tick in the appropriate box below.

	Hearing in public (default position)
	Hearing in private (by request)
	Hearing part-held in private (by request)

If you have indicated that you wish to have the hearing part-held in private, please specify what part of the hearing you wish to have held in private



