



**Laois County Council**

Áras an Chontae, Portlaoise, Co Laois

Laois County Council

# **BUSINESS INCENTIVE SCHEME**

# **FOR VACANT PREMISES**

Application Form

Laois County Council  
**BUSINESS INCENTIVE SCHEME**  
**FOR VACANT PREMISES**  
Application Form



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**Please review our Terms & Conditions and Privacy Statement before completing your application**

**APPLICANT DETAILS**

Company Name	<input type="text"/>
Contact Name	<input type="text"/>
Business Address (Vacant Premises)	<input type="text"/>
Type of Business	<input type="text"/>
Eircode (Vacant Premises)	<input type="text"/>
Phone	<input type="text"/>
Email	<input type="text"/>

Privacy Statement: <https://laois.ie/privacy-statement/>

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**APPLICANT DETAILS CONTINUED**

What is your interest in the property  
(If Tenant, please provide a copy of the  
lease / rental agreement)

Owner

Tenant

Commercial Rates Customer Account No:

To apply, your rates must be either:

- Paid up to date
- Or subscribed to a payment plan\*
- Or if you are a new customer enter 'NA'

\*Contact [rates@laoiscoco.ie](mailto:rates@laoiscoco.ie) to set up a payment plan if you are in arrears.

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**ADDITIONAL INFORMATION**

In order to be considered for the grant, you must include the following documents with this application form.

Please tick the boxes below to confirm you have attached all necessary information:

- Copy of the lease / rental agreement
- Copy of the tax clearance certificate
- Proof of vacancy for the building for a period of 6 months or more
- Copy of the most recent rates bill
- Confirmation that a Section 32 Form & standing order has been completed and submitted to the Rates Department

**Where did you hear about the Business Incentive Scheme For Vacant Premises? (Tick Box)**

Flyer  Laois.ie  Social Media  Newspaper  Word of Mouth  Other

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**DECLARATION**

I/We declare that the information provided is true and correct.

I/We note the Freedom of Information Act applies to all records held by Laois County Council.

I/We declare that I/We have read, & fully understand and agree with the Terms & Conditions of the scheme.

By signing this document you are providing consent to the BSU to confirm your information with LCC Finance Department.

**Signed**

**Date**

**Any queries in relation to the scheme should be directed to the Business Support Unit. Email: [businesssupport@laoiscoco.ie](mailto:businesssupport@laoiscoco.ie) Tel: (057) 8664000**

# Laois County Council

## BUSINESS INCENTIVE SCHEME FOR VACANT PREMISES

### Terms and Conditions

Please read this guide before completing the grant application form

#### 1. Who/What buildings are eligible for this scheme?

The application must be made by either the property owner or leaseholder(s). In the case of the leaseholder, a minimum lease agreement of 12 months is required. Evidence of said lease agreement must be provided. Eligible buildings must be rateable.

#### 2. What is the minimum vacancy period to avail of the grant?

Premises vacant for more than six months would be eligible to apply for the scheme.

#### 3. What costs will the scheme cover?

The scheme covers 75% of the rates cost in Year 1, 50% of rates cost in Year 2, & 25% of the rates cost in Year 3. In year 4 the full amount of the rates costs are due and must be paid in that financial year.

#### 4. What if you owe monies to Laois County Council?

The scheme shall not apply to any business or person who owes money for rates, contributions, or charges to Laois County Council. Contact [rates@laoiscoco.ie](mailto:rates@laoiscoco.ie) to set up a payment plan if you are in arrears.

#### 5. Property Compliance Requirements

The property must be in compliance with Planning Legislation, Architectural Conservation Area guidelines and/or protected structure guidelines.

#### 6. Assessment

Applications will be assessed by the Business Support Unit & the Rates Department.

#### 7. What business types are eligible for this scheme?

The grant awarded to successful applicants shall only apply to the following types of premises associated with establishing a new business:

- Use as a shop under class 1 of the Planning & Development Regulations 2011 (And any subsequent amendments).
- Office use as per class 2 & 3 of the aforementioned regulations,
- Use for medical or health professional clinic
- Use as a creche, day nursery or day centre.

#### 8. What business types are not eligible for this scheme?

The types of businesses that are not eligible to apply for this scheme are defined as follows;

- Takeaways
- Amusement arcades or premises with gaming machines
- Head shops
- Betting Offices
- Nightclubs & Public Houses
- Unwanted Jewellery (Cash for Gold) or Clothes (Cash for Clothes)
- Premises where unauthorised developments have taken place or which are subject to enforcement proceedings.
- Businesses relocating to a similar sized premises within the designated areas will not qualify for grant relief under the scheme.

#### 9. Can I reapply if I have previously been approved for funding?

Businesses who have been approved for the scheme in the previous 3 year period cannot reapply.

#### 10. Freedom of Information Act & GDPR

Information on the Freedom of Information Act & General Data Protection Regulations can be accessed here: <https://laois.ie/departments/business-and-economic-development/freedom-of-information-act-gdpr/>



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Please return completed applications to:

**LAOIS COUNTY COUNCIL**  
**BUSINESS SUPPORT UNIT**  
James Fintan Lalor Ave,  
Kylekiproe,  
Portlaoise,  
Co. Laois,  
R32 EHP9

Or via email to:

**[businesssupport@laoiscoco.ie](mailto:businesssupport@laoiscoco.ie)**