



# Form V4

Form V4 - Application to the Commissioner of Valuation for a Certified Copy Extract of a Valuation List for the purposes of Condition 5 of Section 10 of the Landlord and Tenant (Ground Rents) (No. 2) Act 1978.

Name of Applicant	
Person or body on whose behalf application is made	
Postal Address of Applicant	
Contact Telephone Number	
E-Mail Address	
Address of Subject Property	
Eircode of Subject Property (where available)	
Valuation Office Property Number of Subject Property	
Specify the Year for which Certified Copy Extract is required	
A Map showing the location and outlining the extent of the Subject Property must be lodged	
Description/Use of Subject Property	
Purpose for which certificate is required	Condition 5 of Section 10 of the Landlord and Tenant (Ground Rents) (No. 2) Act 1978.
Interest of Applicant in Subject Property (e.g. owner, occupier, tenant, prospective licence holder, mortgagee etc.)	

**Application and Declaration:**

I hereby apply to the Commissioner of Valuation for a Certified Copy Extract of a Valuation List for the purposes of Condition 5 of Section 10 of the Landlord and Tenant (Ground Rents) (No. 2) Act 1978.

I declare that the above particulars which I have provided are correct.

**Signature of Applicant:**

Date:

## Form V4 - Explanatory Notes

1. This document does not purport to be a legal interpretation of the Valuation Acts 2001-2109. Persons intending to make an application using this Form should satisfy themselves in relation to the relevant provisions of the legislation.
2. Form V4, containing original signature, must be used by parties applying to the Commissioner of Valuation for a Certified Copy Extract of a Valuation List for the purposes of Condition 5 of Section 10 of the Landlord and Tenant (Ground Rents) (No. 2) Act 1978. Such applications are made pursuant to section 67B of the Valuation Act 2001, as inserted by section 6 of the Landlord and Tenant (Ground Rents) (Amendment) Act 2019. This provision (in force since 17th January 2020) provides a statutory mechanism through which a party can obtain a Certified Copy Extract of a Valuation List for the purposes of Condition 5 of Section 10 of the Landlord and Tenant (Ground Rents) (No. 2) Act 1978.
3. The Certified Copy Extract of a Valuation List issued pursuant to section 67B is in respect of a valuation list in existence on the date of the grant of a lease of property to which Condition 5 of Section 10 of the Landlord and Tenant (Ground Rents) (No. 2) Act 1978 refers and states the rateable valuation of that property on the date of such grant.
4. In order to enable the Commissioner of Valuation to provide the Certified Copy Extract of a Valuation List under section 67B of the Valuation Act 2001, applicants are required to provide all information requested on Form V4. This includes specifying the year for which the Certified Copy Extract is required, providing a map showing the location and outlining the extent of the Subject Property, and providing a description of or identification of the use of the property.
5. Form V4 may be downloaded from the Valuation Office website [www.valoff.ie](http://www.valoff.ie) . It may be lodged in person or by post to Valuation Office, Block 2, Irish Life Centre, Abbey Street Lower, Dublin D01 E9X0.
6. Where the Form V4 is incomplete or completed incorrectly, it will be rejected and returned to the lodging party.
7. The fee for this application is €50, to be paid only on receipt of a quotation from the Valuation Office.