

Housing Department  
County Hall,  
Marine Road, Dun Laoghaire  
Co. Dublin  
Telephone: 01 2054841  
Email: rents@dlrcoco.ie

**Account No:**

**Rent Assessment 2023**

Dear Tenant(s)

It is important that you and your family are fairly assessed for rent and that we allow for changes to your household income.

To help us with this, we need you to complete the table on the next page with details of all adults aged 18 and over in your household. When you have completed the table, please return this form to us with the following documentation where appropriate:

- If employed – please return payslip(s) for 2023
- If claiming social welfare – please return latest payment slip for 2023
- If in full-time education – please return confirmation letter from college

Please return the completed form to our offices in Dun Laoghaire (our address is at the top of the letter) or scan and email it to us at [rents@dlrcoco.ie](mailto:rents@dlrcoco.ie). We may need to request further information at a later stage.

To speak to a member of the Revenue team please phone 01 2054841.

To facilitate our contact with you please include your phone number and e-mail address below:

Phone/Mobile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_



Please turn over.



**PLEASE ENTER YOUR ADDRESS:** \_\_\_\_\_ **ACCOUNT NO:** \_\_\_\_\_

Name	PPS No	Date of Birth	Income Details. Please tick the income source for each person		Weekly payment/ Income amount
			Employed	Social Welfare	
					€
					€
					€
					€
					€
					€
					€

General Data Protection Regulation (GDPR): Data gathered is necessary for the performance of a task carried out in the exercise of official authority vested in DLRCC in accordance with Article 6(1) of the GDPR. The exercise of official authority is provided for under the Housing Acts 1966 to 2014 and in respect of the information sought here, section 32 of the Housing (Miscellaneous Provisions) Act 2009. Details of the Councils Data Protection Statement can be located on our website at [www.dlrcoco.ie/en/council-democracy/governance/data-protection-gdpr](http://www.dlrcoco.ie/en/council-democracy/governance/data-protection-gdpr)

Section 261 of the Social Welfare (Consolidation) Act 2005 allows for the exchange of information between Government Departments, the Revenue Commissioners and specified organisations such as DLRCC. Section 265 of the same Act allows the Council to access or to verify information which has been provided by the Tenant with the Department of Social Protection records for the purpose of calculating rents etc. This does not affect the Tenants access rights to their personal data under Chapter 3 of the GDPR.