

Stage 1 Mica Redress Scheme Application

Here is a list of information to have at hand before you start completing your stage 1 application for the scheme. It will help make the process a little less stressful.

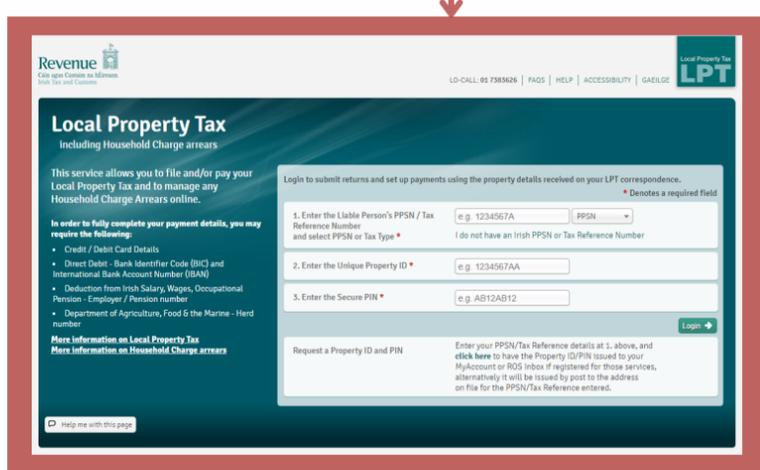
This can only be done once when an Engineer's report is already secured.

1. All documents must be in PDF format. If you do not have a scanner, The Exchange in Buncrana is willing to help scan them for free (contact them on Facebook or email exchangeinshowen@gmail.com to arrange a time).

2. Your EIR code (www.finder.eircode.ie)



3. Proof of (LPT) Local Property Tax payment history (this must include the Payment History) (www.revenue.ie)



4. Year of construction of property

5. Total floor area affected including all floors in sq. metre (in Engineer's report)

6. Total linear length of affected walls (in Engineer's report)

7. Proof of title deeds/mortgage (in PDF format) (www.landdirect.ie)

8. Joint consent form if required (download, sign and upload in PDF format) ([form can be found here](#))

9. Proof that the dwelling is your principal private residence (list of options to the side but must be uploaded in PDF) to include two of the following, each from a different category and showing the applicant's name, address and with a date of issue within the last 6 months:

- Details on Register of Electors
- Bank Statement
- A current car or home insurance policy (this must be the policy - not a renewal notice/letter)
- A document issued by a government department
- A Tax Credit Certificate (TCC)
- A Statement of Liability (previously P21) from Revenue
- A social insurance document

10. Engineer's declaration (can be uploaded from your email)

11. Engineers tax reference (on Engineer's report)

12. Engineers tax clearance code (on Engineer's report)

13. Date of Engineers report using the [form found here](#) at www.donegalcoco.ie

14. Final report of Engineer (upload from email)

15. Total cost of testing and Engineer paid

16. All itemised invoice(s) relating to fees for the preparation of the engineer's final report. To include costs for coring and sampling, laboratory testing and the engineer's professional fee. Invoices must show the VAT reference number. (upload from email from Engineer)



If you'd like someone to talk to or need to find extra help to get through - our volunteers are here to support you. Call or text. We are here to listen and we can also connect you with a counsellor. This is a free, confidential service.



Listening Ear

Standing with YOU

087 170 8743