



Comhairle Chontae Uíbh Fhailí
Offaly County Council

Housing Services & Other Valuations

Application form for placement on panel of valuers

The Valuer should note that failure to complete and return this form will invalidate the application.

**Offaly County
Council**

Áras an Chontae

**Charleville
Road**

Tullamore

**Co. Offaly
R35 F893**

1. General Details:

Name: _____

Address: _____

Tel: _____ Email _____

Legal Status: Company Sole trader (Tick as appropriate)

2. Licence Details:

Name of Valuer who will provide the service _____
(If different to above)

Licence No _____ Class of Provider _____

Where more than one Valuer _____

Licence No _____ Class of Provider _____

3. Location you wish to be considered for:

Select the appropriate locations. There are no limitations on how many locations you may choose.

Standard Certificates:

<u>Municipal District</u>	<u>Price</u>	<u>VAT</u>	<u>Total Flat Fixed Rate Price per Dwelling/Plot*</u>
Tullamore	_____	_____	_____
Edenderry	_____	_____	_____
Birr	_____	_____	_____

* Where a Valuer is presently not required to be registered for VAT, confirmation of this will be required from a certified Accountant. Where, in the future, such a Valuer subsequently becomes registered for VAT, there will be no adjustment to the flat rate price tendered.

4. Health and Safety

Do you have a Safety Statement? Yes / No (delete as appropriate)

If no, are you satisfied that you will be in a position to supply one not more than two weeks after being requested to provide one by the Council? It will be a requirement that the successful valuer(s) provides a Health & Safety Statement prior to engagement by the Council

Yes / No (Delete as appropriate)

5. Insurances

It will be a condition of engagement by the Council that the successful tenderer submits evidence of the following insurance: -

- Professional Indemnity Insurance with a minimum limit of €1.3 million for any one claim.
- Public Liability Insurance with an indemnity minimum limit of €6.5 million for any one event.
- Employer's Liability Insurance with an indemnity limit of not less than €13 million for any one event.

(Employer's Liability Insurance will not be required if the number of employees is zero)

Do you have the required insurance cover? Yes / No (Delete as appropriate)

If you do not have the above insurances in place, are you satisfied that you can obtain insurance not more than two weeks after being requested to provide evidence to the council?

Yes / No (Delete as appropriate)

Failure to do so will result in non engagement of the valuer by the Council.

6. Tax Clearance

Please provide the reference number and expiry date of a valid Tax Clearance Certificate from the Revenue Commissioners _____

If you do not have a valid Certificate, are you satisfied that you can obtain it if required?

Yes / No

(Delete as appropriate)

