Please provide full details of your household income by completing the following form: [Download form](https://www.respond.ie/wp-content/uploads/2023/01/Reviewed-rent-assesment-form-Respond.docx). and email to [rentreview@respond.ie](mailto:rentreview@respond.ie) along with photographic evidence of all household income:

**FAQ’s**

**What documents do I need to submit for Annual Rent Assessment?**

**The following Proof of Income is required depending on your employment status for EACH member of your household**

If you have adult dependents between the ages of 18 to 23 that are in full time education, we require a letter from the school or college confirming placement, for each adult dependent.

**Employed –**

* 3 recent consecutive payslip’s
* If in receipt of working family payment, please provide letter of evidence supporting this.

**Self Employed -**

* Letter from your registered Accountant detailing you Net weekly /Annual Net Income. Letter should confirm that you have up to date certified accounts.
* Details of any Social welfare payment you have received in the past 52 weeks (A download confirmation from your mygov.ie account will be acceptable).

**Social Welfare Payment –**

* 2 recent social welfare receipts
* Letter from Social Welfare Office on Headed Paper detailing payment type and amount or you can download confirmation from your MyGov.ie and submit.

**How is differential Rent Calculated?**

The rent tenants pay is determined by the funding scheme under which the unit has been made available and the local authority in which the unit is located. These are termed “differential rent policies”. This means that **your weekly rent is calculated based on your total household income.** If your income increases so does your rent, and if your income decreases, the weekly rent decreases accordingly.

For example, where Respond owns a property under the Capital Loan Subsidy Scheme, the Respond differential rent policy applies. Alternatively, where a Respond property has been funded through a PAA agreement and is situated in Dublin City Council area the Dublin City Council differential rent policy applies.

**When do I need to submit by Documents?**

By the 14th February 2023

**Where Can I find a copy of the Differential Policy that is applicable to my tenancy/Estate?**

Contact our customer service centre at [info@respond.ie](mailto:info@respond.ie) or 01 8087700 and we will have a copy of this emailed or posted to you or alternatively click on the following link and select your local authority Area:

**Local Authority**

[Clare](https://www.clarecoco.ie/services/housing/publications/differential-rent-scheme-34847.pdf)

[Cork City](https://www.corkcity.ie/en/council-services/services/housing/renting-a-council-house/renting-a-council-house1.html?searchTermId=142561)

[Cork County](https://www.corkcoco.ie/sites/default/files/2017-07/ATTACHMENT%201%20-%20Cork%20County%20Differential%20Rent%20Scheme%202015%20with%20signed%20DO%20-%20Copy.pdf)

[Donegal](https://www.donegalcoco.ie/media/donegalcountyc/housing/Differential%20Rent%20Scheme%202020.pdf)

[Dublin City](https://www.dublincity.ie/sites/default/files/2020-09/rent-scheme-2019.pdf)

[Fingal](https://www.fingal.ie/sites/default/files/2019-03/Differential%20Rent%20Scheme.pdf)

[South Dublin](https://www.sdcc.ie/en/services/housing/paying-your-rent/differential-rent-scheme-2021.pdf)

[Dún Laoghaire Rathdown](https://www.dlrcoco.ie/sites/default/files/atoms/files/2020_rent_scheme_0.pdf)

[Galway City](https://www.galwaycity.ie/housing-rents-information)

[Kildare](https://www.kildare.ie/countycouncil/AllServices/Housing/TenantInformation/)

[Kilkenny](https://www.kilkennycoco.ie/eng/services/housing/differential-rent-scheme-2020-.71883.shortcut.html)

[Laois](https://laois.ie/departments/housing/social-housing/)

[Leitrim](http://www.leitrimcoco.ie/eng/Services_A-Z/Housing/Existing-Housing-Tenants/)

[Limerick](https://www.limerick.ie/sites/default/files/media/documents/2020-01/limerick-city-and-county-council-differential-rent-scheme.pdf)

[Longford](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.longfordcoco.ie%2Fservices%2Fhousing%2Frented-housing%2F&data=04%7C01%7Ckathleen.greaney%40respond.ie%7C6c07b4abd65f4fc9a79108d9b0cd7d79%7C49eb75b02a784f469e2a79e125e3858f%7C0%7C0%7C637735218901086606%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=491owCC4z%2F57BUtWi27qBcYindEpyTRt9G0idywk6Mc%3D&reserved=0)

[Louth](https://www.louthcoco.ie/en/services/housing/forms-and-downloads/housing-rents-scheme-2019.pdf)

[Mayo](https://www.mayo.ie/getmedia/073a24e4-9037-4700-8050-cf9ce30cd8d3/Mayo-Differential-Rent-Scheme.pdf)

[Meath](https://www.meath.ie/system/files/media/file-uploads/2019-05/Differential%20Rent%20Scheme%202019.pdf)

[Monaghan](https://monaghan.ie/housing/faq-rent-local-authority-housing/)

[Offaly](https://www.google.ie/search?q=offaly+county+council+differential+rent+policy&ei=It3dYbTaCeaGhbIP7vC-qAU&ved=0ahUKEwi08-n7uar1AhVmQ0EAHW64D1UQ4dUDCA0&uact=5&oq=offaly+county+council+differential+rent+policy&gs_lcp=Cgdnd3Mtd2l6EAM6BwgAEEcQsAM6CggAEEcQsAMQyQM6BQgAEM0CSgQIQRgASgQIRhgAUOEGWJI2YOY_aAFwAngAgAFBiAHuBJIBAjEymAEAoAEByAEIwAEB&sclient=gws-wiz)

[Roscommon](http://www.roscommoncoco.ie/en/Services/Housing/Pay-Your-Social-Housing-Rent/2020-Differential-Rent-Scheme-Final.pdf)

[Sligo](https://www.sligococo.ie/housing/Accommodation/CouncilHousing/CouncilTenants/)

[Tipperary](https://www.tipperarycoco.ie/housing/differential-rent-scheme-2018)

[Waterford](https://www.waterfordcouncil.ie/media/meetings/2020/plenary/september/10.%20WCCC%20Differential%20Rent%20Scheme%202020.pdf)

[Westmeath](http://www.westmeathcoco.ie/en/media/WCC%20Differential%20Rent%20Scheme%202021.pdf)

[Wexford](https://www.wexfordcoco.ie/sites/default/files/content/Housing/Differential-Rent-Scheme-2019-final-version-1.7.19.docx)

[Wicklow](https://www.wicklow.ie/Living/Services/Housing/Social-Housing/Rents)

**What happens if I don’t return my income documents?**

Tenants are requested on an annual basis to confirm number of people in their household and their income details. Tenants who do not return this information, within a certain timeframe will incur a penalty rent amount. This is based on an assumed income generally much greater than reality. It is the tenants’ responsibility to return the necessary information as soon as possible.