

KILDARE COUNTY COUNCIL - NOMINATIONS PROCESS - KEY RULES

TAX FINES

- Nominations will not be accepted for Tax Fines.
- The FCON in these cases is the responsibility of the Registered Owner ("RO"), even if another person was driving the vehicle

THIRD PARTIES

- A third party ("TP") other than the RO can self-nominate if they are contacting KCC to pay the FCON.
- If a TP contacts us to appeal the fine and advises they were driving the vehicle, we will deal with the appeal and update the "Payer" details on the appeals platform. We will also write to the RO to advise that a TP has nominated themselves and give them 10 days to respond if there's any issue.
- If a TP contacts us in relation to a fine and was not driving the vehicle, we will write back to advise that we can only consider appeals from the RO.
- An exception to the above rule will be made if the TP is an elected member (Councillor or TD) making a representation on behalf of a constituent. In this case we write to the RO and send a copy of the response to the elected member

NOMINATIONS OUTSIDE IRELAND

- Where the nominated driver has an address outside of Ireland, write back to the RO to advise we cannot accept the nomination unless they return a completed form and required documents. Until then the RO remains liable for the fine.
- Where the nominated driver has an address outside of Ireland and the RO is a vehicle hire company, write back to the hire company advising we do not accept such nominations unless they provide us with a contractual agreement that the vehicle was on hire and they must also nominate the driver (This does not apply to non display of current road tax – RO is always responsible).

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TIMEFRAME

- Nominations will be accepted up to Day 80 but not afterwards.
- After receiving a nomination from the RO, the fine is reset to Day 1.
- After receiving a self-nomination where the appeal is rejected, the fine is reset to allow 10 days to pay.

CHANGE OF OWNERSHIP

- If the RO claims they are not responsible because the fine was issued prior to them purchasing the vehicle, they may nominate the person responsible through the normal process.
- If the RO claims they are not responsible because they had sold the vehicle, they must provide evidence of sale and the name and address of the new owner. In our letter of response we will ask them to furnish proof from the Department of Environment or any Motor Tax Office signed by an Authorised Officer providing the date of sale (not the notification date) and the name and address of the person they sold the vehicle to.
- If the New Owner contacts us to appeal the fine (i.e. change of ownership not processed yet), they must provide a copy of the log book and tax disc to prove that they are now the owner.