

OUR REF;
YOUR REF
PLEASE QUOTE OUR REF

Dear Sirs,

Please find enclosed application for consent under the Residential Institutions Redress Act, 2002 . The application forms must be completed in duplicate and signed by not less than two- thirds of the trustees (see attached note on Trustees). Brief particulars of the application should also be set out in the enclosed printed form entitled “Memo for the Board”.

When returning the completed forms and memo, I should be obliged for:-

- 1 A copy of the Deed vesting the property in the charity applicants for the Board’s consent.
- 2 A copy of the Deed of Transfer.
- 3 Completed application forms in **duplicate** together with a map detailing the property.
- 4 Memo for the Board signed by the Solicitor making the application together with a copy of the Indemnity of 5th June, 2002.
- 5 Independent Auctioneer’s Valuation of the full open market value of the property, together with a copy of the Agreement between the parties at this price.
- 6 Statutory Declaration completed by the applicant and containing a detailed schedule of the property being transferred.
- 7 The Registered Charity number of both charities should also be inserted on both the Memo for the Board and the Forms of Authorisation of Sale.

Photocopies of documents submitted with applications will not be returned when the application has been processed unless a specific request to return them is received.

It should be understood that the Commissioners will not deal with incomplete applications.

Yours faithfully,

Commissioners of Charitable Donations and
Bequests for Ireland.

NOTE ON TRUSTEES

A Deed appointing New Trustees should be signed by:-

- (a) a person said to have been given a power of appointment in the Original Trust Deed, or
- (b) a surviving or continuing Trustee who signed the Deed at a time when there was a vacancy for a new Trustee or,

if there were no Trustees available to make the application and the personal representative of the last surviving Trustee is alive, he may make the application for liberty to sell the property in his capacity as personal representative of the last surviving Trustee, or he should appoint new trustees. If this is not possible, an application should be made to the Board.

MEMO FOR THE BOARD FOR THE

TITLE

RE

CHARITY NUMBE

1. **APPLICATION:** To Sanction Sale of Trust Property
(e.g. sale, lease, transfer)

2. **APPLICANTS:**
(Applicants who must be
at least two-thirds in
number of the Trustees)

3 **PURCHASER:**

4 **PURCHASE PRICE:**

5. **SOLICITORS:**

6. **PREMISES:**

7 **TENURE:**

8(a) **AUCTIONEERS REPORT:**
(Certifying the Open Market value of the property)

8(b) **Price determined under Statute.**

Not Applicable

9. TRUST ATTACHING TO THE PREMISES:

Upon trust for the benefit of

10. TRUSTEES PROPOSALS FOR THE APPLICATION OF THE PURCHASE MONEY:

In the reduction of the contribution payable by the applicants under the Deed of Indemnity dated the 5th June 2002 and made between the Minister for Finance of the One Part and certain Religious Congregations of the other part. Which contribution will not be discharged in full by this application and in respect of which a balance remains outstanding.

11(a). TRUSTEES REASONS FOR SELLING THE PROPERTY

The property is being transferred pursuant to the Residential Institutions Redress Scheme.

11(b) PLEASE CONFIRM OR DELETE AS APPLICABLE:

(a) The purchaser has a Statutory right to acquire the fee simple compulsorily under the Landlord and Tenant (Ground Rent) (No. 2) Act, 1978:

(b) There is not less than 15 years to run in the Purchaser's Lease, or he holds as a yearly tenant.

Solicitor.

Dated this day of