[Requestor’s address

Name

Line 1

Line 2

Line 3

Line 4]

**Private & confidential**  
Pay As You Earn and Self Assessment  
HM Revenue and Customs  
BX9 1AS

[Date]

Dear Sir or Madam

**[Requestor’s name and Unique Tax Reference Number or National Insurance Number]**

**Request for confirmation of UK tax residence**

**Irish domestic relief from Irish dividend withholding tax (“DWT”)**

I am writing to request that you complete and stamp the enclosed Irish Revenue Commissioners exemption declaration for a qualifying non-resident individual (Form V2A), thereby confirming that I am a resident of the UK for tax purposes, in accordance with HMRC Guidance Manual INTM162140.

I have set out below the relevant information as support for my request.

* **Name:** [Full name of requestor];
* **Address:** [Address of requestor];
* **Unique Tax Reference number or National Insurance Number:** [Requestor’s UTR or NI number];
* **Reason for request:** To provide support to the Irish Revenue Commissioners in order to claim relief from Irish dividend withholding tax in accordance with the provisions of Section 172D, Taxes Consolidation Act 1997.

I trust that the information provided in this letter is sufficient, but please do not hesitate to contact me on the address listed in this letter or on [phone number] should you have any queries.

I look forward to receipt of the completed and stamped form by post to my address (shown above).

Your faithfully

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Name of requestor]