# Guidelines on the Operation of Residential Zoned Land Tax (RZLT) RZLT Registration

This document should be read in conjunction with Part 22A of the Taxes

Consolidation Act 1997

Document created January 2025



The information in this document is provided as a guide only and is not professional advice, including legal advice. It should not be assumed that the guidance is comprehensive or that it provides a definitive answer in every case.

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# **Executive Summary**

These guidelines are designed to provide information in relation to the registration of sites for Residential Zoned Land Tax (RZLT) for customers and their agents.

#### **RZLT Overview**

RZLT was introduced in the Finance Act 2021 and is contained in Part 22A of the Taxes Consolidation Act 1997.

It is an annual self-assessed tax, calculated at 3% of the market value of land within its scope.

Generally, the tax applies to land that is included on an annually revised map prepared by a local authority and which is not a residential property.

Owners of a residential property that is **subject to LPT** and whose garden and yards are greater than 0.4047 hectares are not within the charge to RZLT but **are required to register for RZLT if their property is included on an annually revised map**.

Owners of land within scope will, from 2025 onwards, be required to first register for RZLT and then make an annual return to Revenue.

RZLT is due for payment by the liable person, generally the owner of the property, on or before the 23 May following the liability date to which the payment relates.

#### What land does RZLT apply to?

Land that is zoned as being suitable for residential development, or for a mixture of uses that includes residential use, and is serviced, is within the scope of RZLT, with certain exceptions. Land that is within the scope of the tax is identified on an annually revised map prepared by each local authority for their respective administrative area.

Land that meets the criteria to be included on the annually revised residential zoned land tax map, and is not a residential property, is subject to RZLT and is known as a "relevant site".

Existing residential property may appear on local authority maps prepared for the purposes of RZLT, nonetheless, RZLT is not payable in respect of residential properties.

Owners of a residential property that is subject to LPT and whose garden and yards are greater than 0.4047 hectares are not within the charge to RZLT but are required to register for RZLT if their property is included on an annually revised map.

Specific rules apply in certain circumstances, including on the sale of land, which is subject to RZLT, where no owner of land within the scope of the tax is identified and on the death of the owner of land subject to RZLT.

### Liability date of a relevant site

The liability date for RZLT is 1 February annually. The owner of a relevant site on the liability date is liable to RZLT in respect of that site and must pay the tax on or before the return date for the relevant year, which is 23 May in that year.

For land that met the RZLT criteria on 1 January 2022 or in the course of 2022, RZLT will be:

- charged on 1 February 2025 and
- the annual return and payment are due on or before 23 May 2025.

For land that met the RZLT criteria after 1 January 2022, RZLT will be:

• charged on 1 February of the third year after the year it comes within scope.

#### More than one owner of a relevant site

Where there is more than one liable person in relation to a relevant site, only one return is required to be prepared and delivered. A liable person is the owner of land that is included on an annually revised residential zoned land tax map and is not an existing residential property on the liability date, being 1 February each year. The return will be prepared and delivered by the designated liable person on behalf of all liable persons.

#### Who is required to register for RZLT?

RZLT operates on a self-assessment basis. Owners of land that is included on an annually revised map, other than owners of a residential property with a garden or yard less than 0.4047 hectares, must register for the tax.

#### Pay and file obligations for RZLT

If the site is subject to RZLT, the customer must make an annual return to Revenue and pay any liability by 23 May of each year, beginning in 2025. Interest, penalties and surcharges will apply, as appropriate, in cases of noncompliance with the tax, including:

- undervaluation of land subject to the tax
- late filing of returns.

Detailed records must be maintained relating to RZLT.

ROS users please see Section 1. Further information on ROS and who may use this service may be found  $\underline{\text{here}}$ .

myAccount users (including PAYE customer registered for LPT) please see <u>Section 2</u>. Further information on myAccount and who may use this service may be found <u>here</u>.

#### 2025 Rezoning Submission

The Finance Act 2024 provides an opportunity for a rezoning request to be submitted to the relevant Local Authority in respect of land which appears on the revised map for 2025 published on 31 January 2025.

Where certain conditions are met, a landowner may claim an exemption from RZLT for 2025 on foot of making such a rezoning request. You must contact your Local Authority to make this rezoning request.

In order to claim the exemption for 2025, this request must be submitted to the Local Authority even where a previous rezoning request has been submitted. Further information on this rezoning process is available on gov.ie/rzlt

To claim this exemption, you must register for RZLT and file a 2025 RZLT return by 23 May 2025.

# 1 ROS Customer Registration for RZLT

These steps can only be completed once the customer is registered for ROS. If the customer is not registered for ROS, refer to Appendix I.

If the customer is registered for myAccount, please see <u>Section 2</u> for further information on the registration process.

The following section details how ROS customers can register a site for RZLT.

1.1 Log into ROS and on the "My Services" tab, select "Manage Residential Zoned Land Tax" in the "Other Services" section.

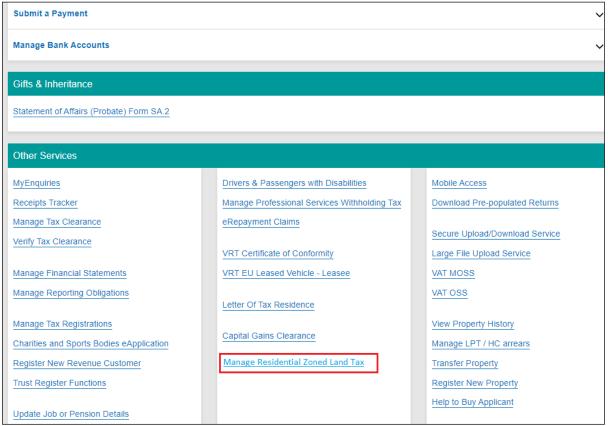
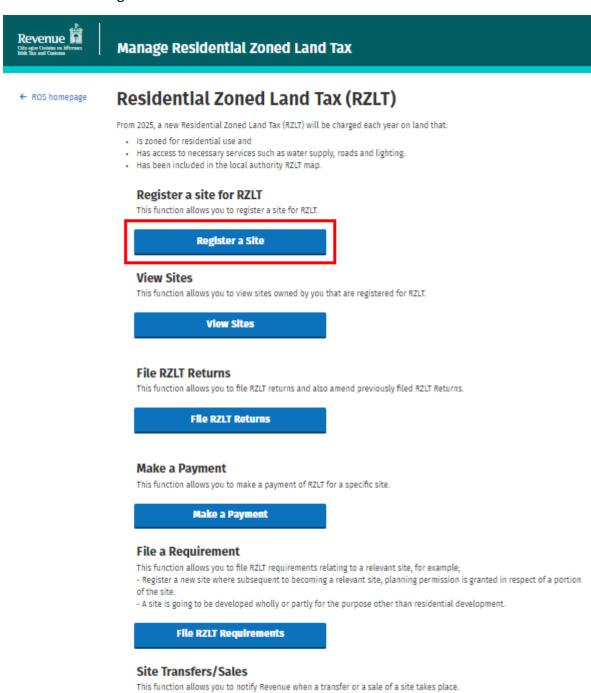


Figure 1 ROS Home page - Manage Residential Zoned Land Tax screen

#### 1.2 Select "Register a site" from the RZLT Portal screen.



File Transfer/Sale Return

Figure 2 RZLT Portal Home screen

1.3 Take note of the details required for a site registration and once satisfied all details are available click "Continue". Select "Cancel" to cancel the site registration process.

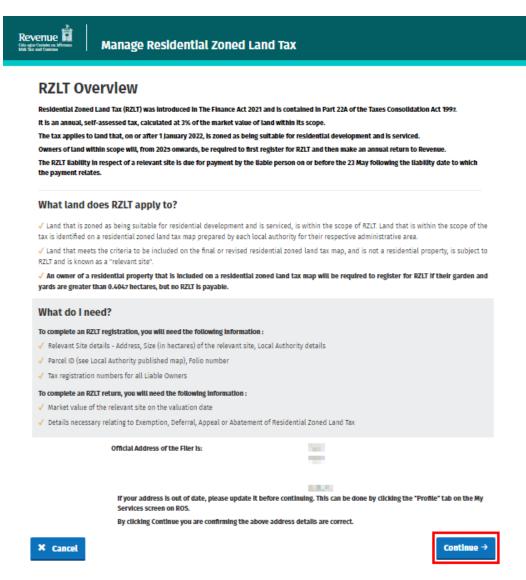


Figure 3 Site Registration screen

- 1.4 Complete all details required in relation to the site, click "Next".
  - Enter the address associated with the site.
  - Enter the Folio number associated with the site select Folio number not available, Folio number application submitted or Other.
  - Enter the Parcel ID associated with the site as per Local Authority map. Format required is Local Authority code followed by 8 digits e.g., MNLA12345678 (see Appendix II for full list of Local Authority codes).
  - Enter the size in hectares of the associated site.
  - Enter the Local Authority Name associated with the site.
  - Select Yes/No if the site has a garden/yard that is greater than one acre and is usually enjoyed with a dwelling.
    - o If Yes, enter the LPT Property ID.
    - o If No, enter the date the relevant site became liable to RZLT.
  - Select Yes/No if there are other liable persons associated with the site.
  - Select option for Nature of Ownership Interest.

For further information see <u>Section 3</u> – More than one Owner Each site must be registered separately.

Lacii site iiiu	Lacif site must be registered separately.		
Revenue Cité spire Contains no Millerann Mille See and Contains	Manage Residential Zoned Land Tax		
← Back			
	Register a Site		
	Please enter details of your site below.		
	Address Line 1 *		
	Address Line 2 *		
	Address Line 3		
	County *		
	Select 🗸		
	Do you know the folio number for the Site? * ①		
	No Oyes		
	Parcel ID * ①		
	Size (Hectares) * ①		
	Local Authority Name *		
	Select 🗸		
	Is your site a garden/yard that is greater than one acre and is adjoining a dwelling? * ①  No OYes		
	Are there other liable persons for this site? * ①		
	ONO OYES  Nature of ownership interest *		
	Select 🗸		
	Next →		

Figure 4 Register a site screen

1.5 The Site Details Summary screen is presented. Review all details to ensure they are accurate. If the details are not accurate, click "Back" and correct details on the previous screen. Tick the declaration check box to declare that all details provided are true and accurate, click "Submit" to register the site.

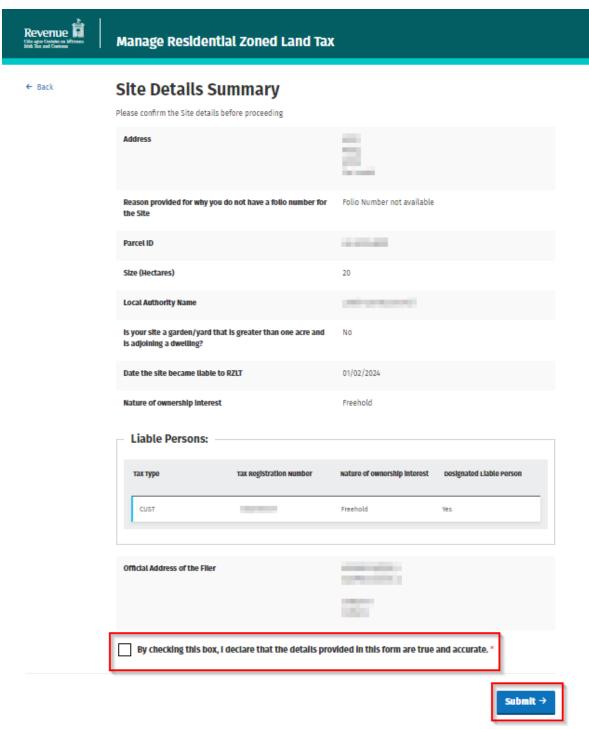


Figure 5 Site details summary screen

1.6 Enter the ROS password, click "Sign & Submit".

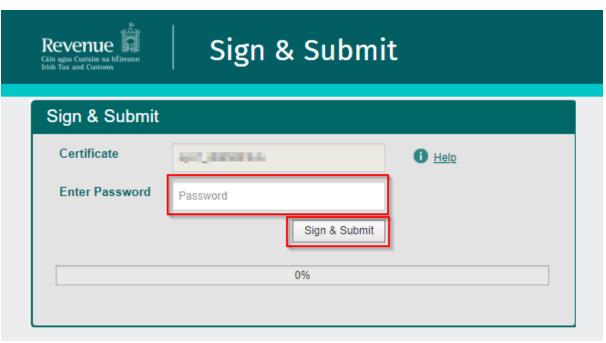


Figure 6 Sign & submit screen

1.7 The Thank you screen is presented. Click on "RZLT Portal" to return to the RZLT Portal home screen.

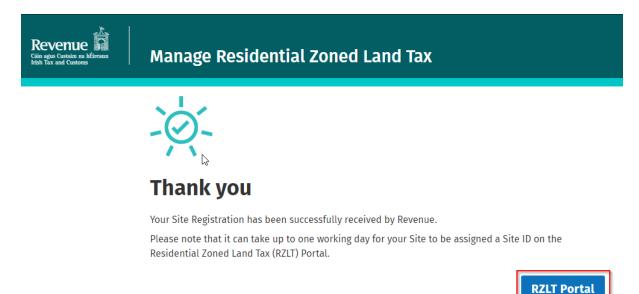


Figure 7 Site registration successful screen

# myAccount Customer Registration for RZLT

These steps can only be completed once the customer is registered for myAccount. If the customer is not registered for myAccount, refer to Appendix I.

If the customer is registered for ROS, please refer to Section 1.

The following section details how myAccount customers can register a site for RZLT.

2.1 Log into myAccount and select "Manage Residential Zoned Land Tax" in the "Property and Land Services" tile.

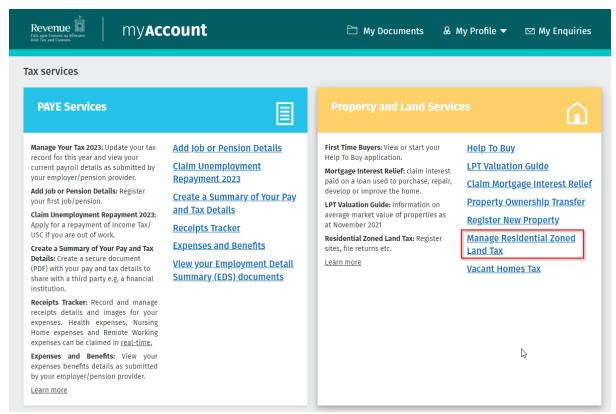
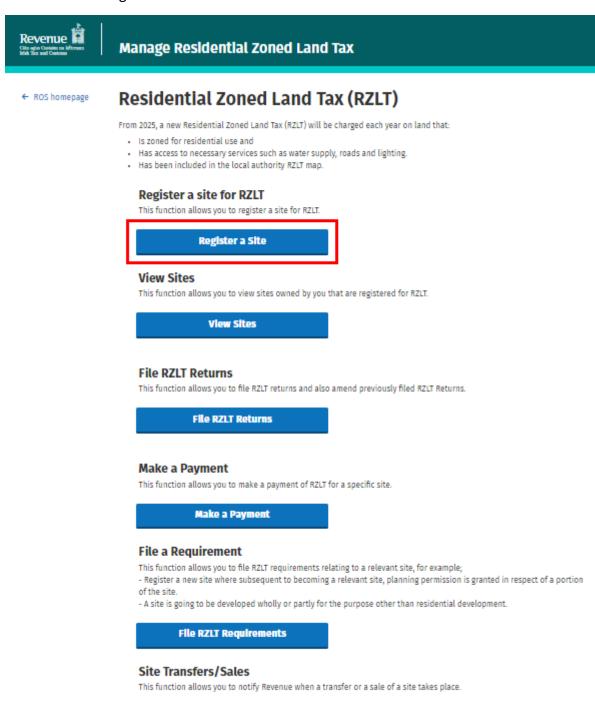


Figure 8 myAccount Property and Land Services tile

#### 2.2 Select "Register a site" from the RZLT Portal screen.



File Transfer/Sale Return

Figure 9 RZLT Portal Home screen

2.3 Take note of the details required for a site registration. Once satisfied all details are available click "Continue". Select "Cancel" to cancel the site registration process.

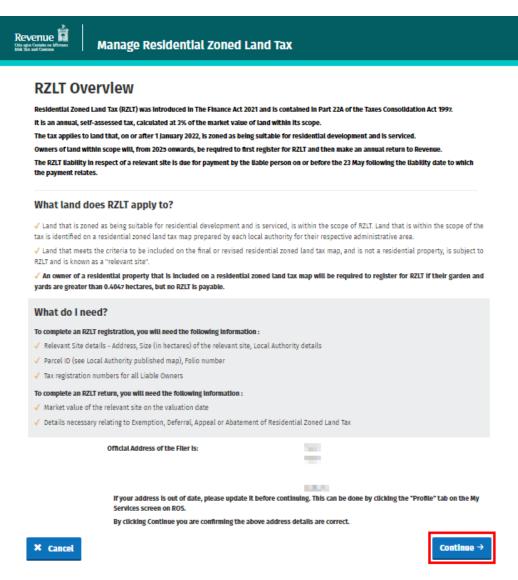


Figure 10 Site Registration screen

- 2.4 Complete all details required in relation to the site, click "Next".
  - Enter the address associated with the site.
  - Enter the Folio number associated with the site if unknown enter the reason.
  - Enter the Parcel ID associated with the site as per Local Authority map. Format required is Local Authority code followed by 8 digits e.g., MNLA12345678 (see Appendix II for full list of Local Authority codes).
  - Enter the size in hectares of the associated site.
  - Enter the Local Authority Name associated with the site.
  - Select if the site has a garden/yard that is greater than one acre and is usually enjoyed with a dwelling.
  - Select Yes/No if the site has a garden/yard that is greater than one acre and is usually enjoyed with a dwelling.
    - o If Yes, enter LPT Property ID.
    - If No, enter the date the relevant site became liable to RZLT.
  - Select Yes/No if there are other liable persons associated with the site.
  - Select option for Nature of Ownership Interest.

For further information see <u>Section 3</u> – More than one Owner Each site must be registered separately.

Revenue	Manage Residential Zoned Land Tax
← Back	
	Register a Site
	Please enter details of your site below.
	Address Line 1 *
	Address Line 2 *
	Address Line 3
	County *
	Select V
	Do you know the folio number for the Site? * ①  ONO OYES
	Parcel ID * ①
	Size (Hectares) * ①
	Local Authority Name *
	Select 🗸
	Is your site a garden/yard that is greater than one acre and is adjoining a dwelling? * ①  No Ores
	Are there other liable persons for this site? * ①
	ONO OYes
	Nature of ownership interest *
	Select 💟

Figure 11 Register a site screen

2.5 The Site Details Summary screen is presented. Review all details to ensure they are accurate. If the details are not accurate, click "Back" and correct the details on the previous screen. Tick the declaration check box to declare that all details provided are true and accurate, click "Submit" to register the site.

Revenue	Manage Residential Zoned Land Tax	t .
← Back	Site Details Summary Please confirm the Site details before proceeding	
	Address	Ē.,
	Reason provided for why you do not have a folio number for the Site	Folio Number not available
	Parcel ID	44040
	Size (Hectares)	20
	Local Authority Name	pair conscious?
	is your site a garden/yard that is greater than one acre and is adjoining a dwelling?	No
	Date the site became liable to RZLT	01/02/2024
	Nature of ownership interest	Freehold
	Liable Persons:	
	тах туре тах registration number	Nature of ownership interest Designated Liable Person
	CUST	Freehold Yes
	Official Address of the Filer	
		100
	By checking this box, I declare that the details pro	vided in this form are true and accurate. •
		Submit →

Figure 12 Site details summary screen

2.6 Enter the myAccount password, click "Sign & Submit".

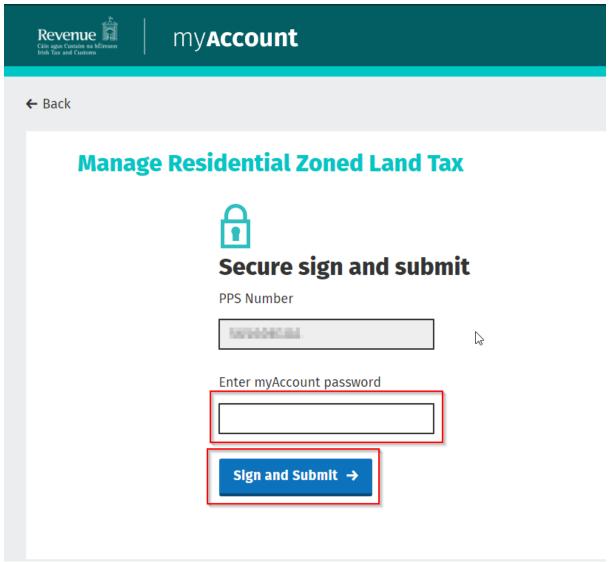


Figure 13 myAccount Sign & submit screen

2.7 The Thank you screen is presented. Click on "RZLT Portal" to return to the RZLT Portal home screen.





# Thank you

Your Site Registration has been successfully received by Revenue.

Please note that it can take up to one working day for your Site to be assigned a Site ID on the Residential Zoned Land Tax (RZLT) Portal.



Figure 14 Site registration successful screen

## 3. Site Registration – more than one owner

The following steps outline the process where the site has more than one owner.

These steps can only be completed once the customer is registered for ROS or myAccount. If the customer is not registered for ROS or myAccount, refer to Appendix I.

3.1. Access the RZLT portal either via ROS or myAccount home screen as shown previously.

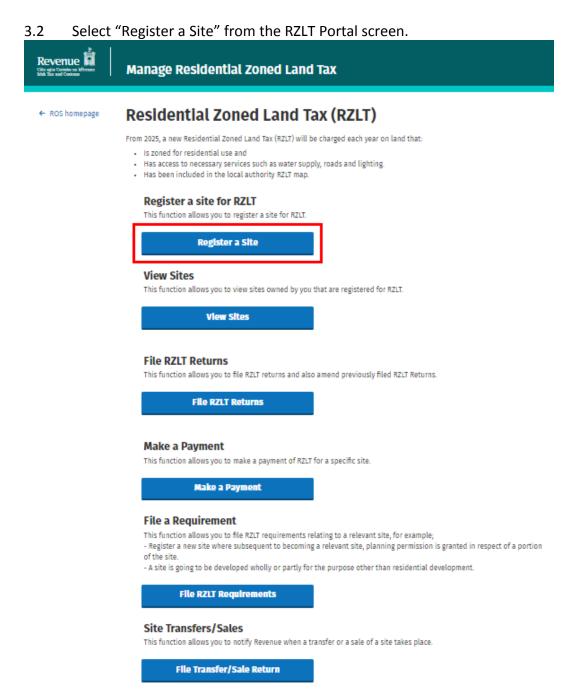


Figure 15 RZLT Portal Home screen

3.3 Take note of the details required for a site registration. Once satisfied all details are available click "Continue". Select "Cancel" to cancel the site registration process.

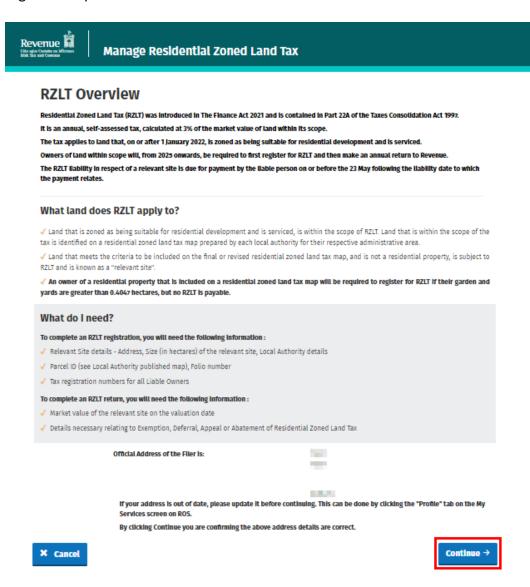


Figure 16 Site Registration screen

- 3.4 Complete all details required in relation to the site, click "Next".
  - Enter the address associated with the site.
  - Enter the Folio number associated with the site if unknown enter the reason.
  - Enter the Parcel ID associated with the site as per Local Authority map. Format required is Local Authority code followed by 8 digits e.g., MNLA12345678 (see Appendix II for full list of Local Authority codes).
  - Enter the size in hectares of the associated site.
  - Enter the Local Authority Name associated with the site.
  - Select Yes/No if the site has a garden/yard that is greater than one acre and is usually enjoyed with a dwelling.
    - o If Yes, enter LPT Property ID.
    - o If No, enter the date the relevant site became liable to RZLT.
  - Select Yes there are other liable persons associated with the site.
  - Select option for Nature of Ownership Interest.

Each site must be registered separately.

Revenue Gibertine on officerent Idea Size and Contents	Manage Residential Zoned Land Tax
← Back	
	Register a Site
	Please enter details of your site below.
	Address Line 1 *
	Address Line 2 *
	Address Line 3
	County *
	Do you know the follo number for the Site? * ()  No Oyes
	Parcel ID * ①
	Size (Hectares) * ①
	Local Authority Name *
	Is your site a garden/yard that is greater than one acre and is adjoining a dwelling? * ①  No Oyes
	Are there other liable persons for this site? * ①
	ONO OYes
	Nature of ownership interest *
	-
	Next →

Figure 17 – Register a site screen

- 3.5 In relation to the Liable Person, you must enter:
  - Tax Type (e.g. PAYE for employee, IT for self-assessed individual)
  - Tax Registration Number
  - Nature of ownership interest (e.g. Freehold Interest or Leasehold Interest)

Select "Add Liable Person"

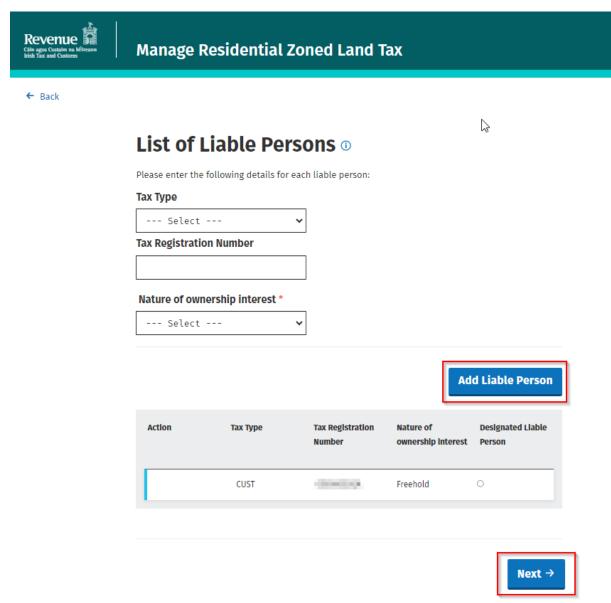


Figure 18 List of Liable Persons screen

3.6 The new Liable Person is added to the table on screen. To add further Liable Persons, click "Add Liable Person". Once all Liable Persons are added, click "Next".

As more than one Liable Person has been added for the relevant site the "Designated Liable Person" must be selected.

See "<u>Guidance on the Residential Zoned Land Tax" Part 22A-1-01</u> for information the selection process of the Designated Liable Person.

Request to be sent in writing outlining the details of the new Liable Person via myEnquiries/myAccount in order to change the Designated Liable Person.

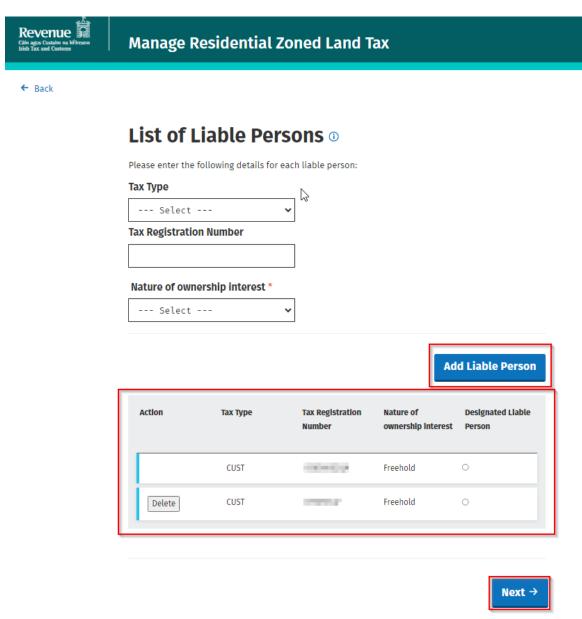


Figure 19 List of Liable Persons screen

3.7 The Site Details Summary screen is presented. Review all details to ensure they are accurate. If the details are not accurate, click "Back" and correct details on the previous screen. Tick the declaration check box to declare that all details provided are true and accurate. Click "Submit" to register the site.

Revenue	Manage Residential Zoned Land Tax	t
← Back	Site Details Summary Please confirm the Site details before proceeding	
	Address	Ē.,
	Reason provided for why you do not have a folio number for the Site	Folio Number not available
	Parcel ID	14040
	Size (Hectares)	20
	Local Authority Name	
	is your site a garden/yard that is greater than one acre and is adjoining a dwelling?	No
	Date the site became liable to RZLT	01/02/2024
	Nature of ownership interest	Freehold
	Liable Persons:	
	тах туро тах negistration number	Nature of ownership interest Designated Liable Person
	CUST	Freehold Yes
	Official Address of the Filer	
		100
	By checking this box, I declare that the details pro	vided in this form are true and accurate. *
		Submit →

Figure 20 Site details summary screen

3.8 Enter the ROS or myAccount password, click "Sign & Submit".

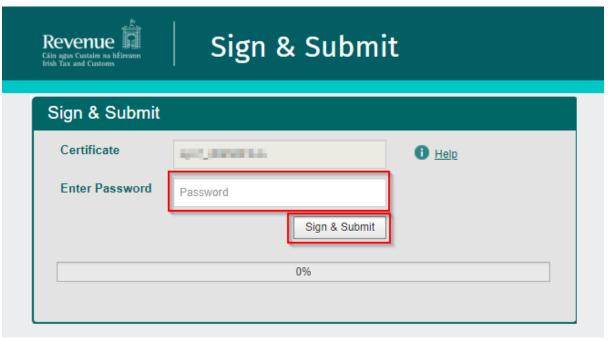


Figure 21 Sign & submit screen

3.9 The Thank you screen is presented. Click on "RZLT Portal" to return to the RZLT Portal home screen.

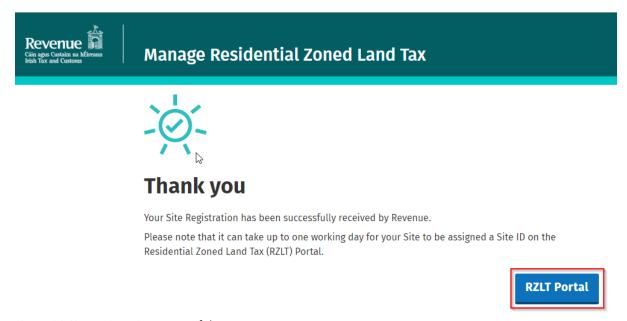


Figure 22 Site registration successful screen

# 4. Agent ROS Registration for Client

This section relates to Agents only who are registering a site on behalf of a client.

4.1 Agent should log into ROS and on the "Agent Services" tab, select "Manage Residential Zoned Land Tax" in the "Other Services" section.

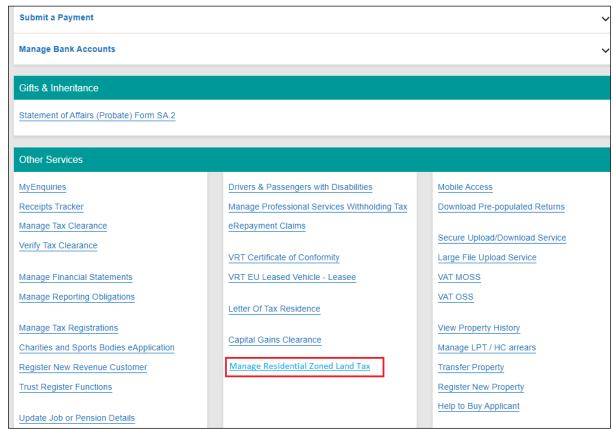


Figure 23 Manage RZLT screen

4.1.2 Agent selects client from client list.

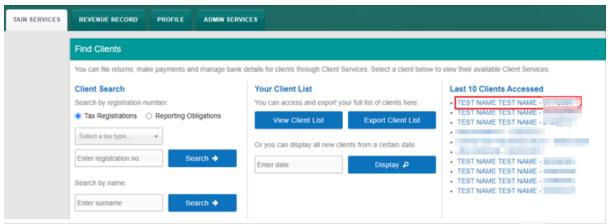


Figure 24 Agent Client list

4.2 Agent selects "Manage Tax Registrations" from the "Other Services" tab.

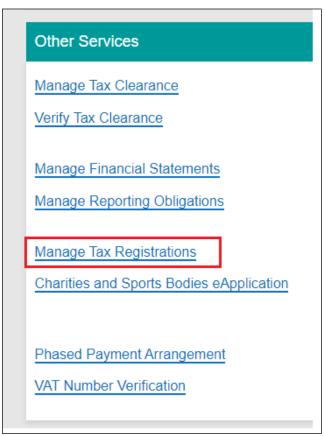


Figure 25 Agent Other Services tab

4.3 At Residential Zoned Land Tax section, choose "Select Action".

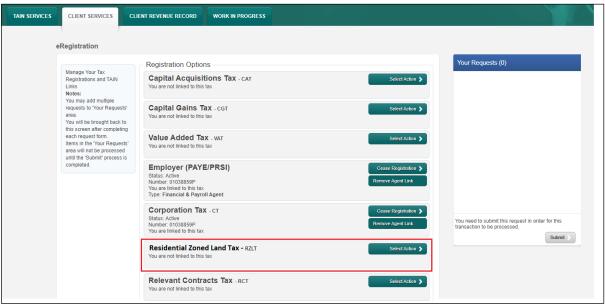


Figure 26 Agent - Manage tax registrations

#### 4.4 Agent selects "Link to this registration".



Figure 27 Agent link to registration

#### 4.5 Agent selects "Confirm".

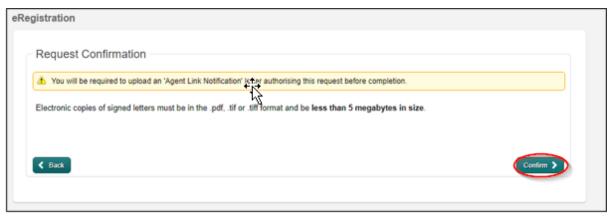


Figure 28 eRegistration screen

#### 4.6 Agent selects "Submit".



Figure 29 eRegistration screen

4.7 The following screen is displayed, Agent selects "Next". Agent has the option to generate a client consent letter for upload.

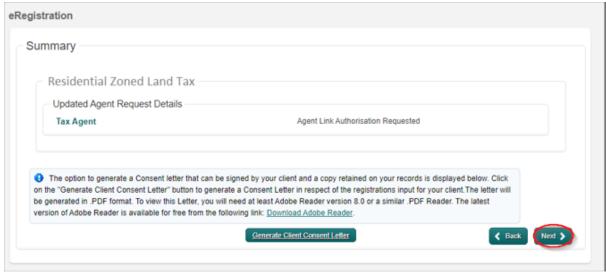


Figure 30 eRegistration screen

4.8 Upload signed TAIN Link Notification letter and tick box for the relevant tax head. Click "Next".

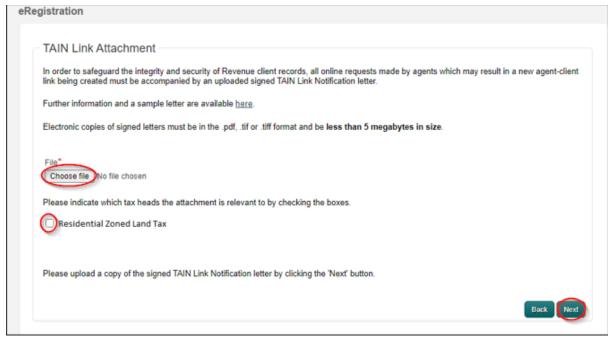


Figure 31 eRegistration screen

#### 4.9 Click "Sign and Submit".



Figure 32 eRegistration screen

#### 4.10 Enter password and click "Sign and Submit".

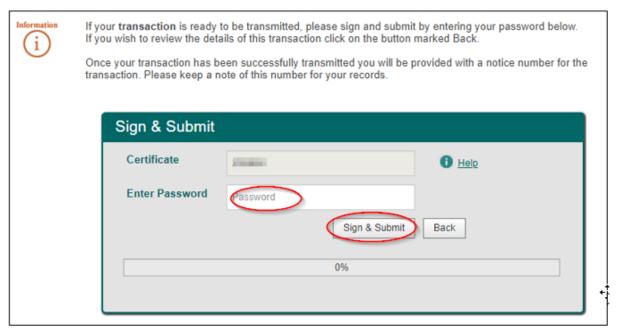


Figure 33 Sign and Submit screen

4.11 The ROS Acknowledgement page is presented to the Agent. Click "OK" to return to the ROS home screen.

Allow one business day for the system to update. An Agent may submit Site Registration and RZLT returns for their client via "Manage Residential Zone Land Tax" link (as per Section 1).

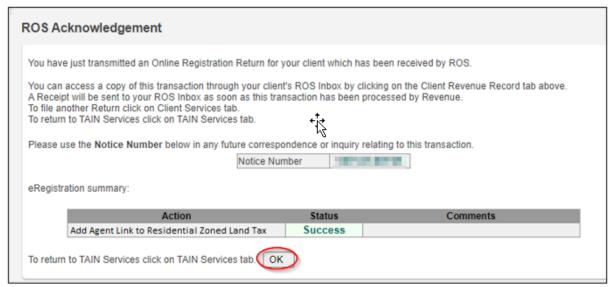


Figure 34 ROS acknowledgement screen

# New Site Registration – Planning Permission Granted on Portion of a Relevant Site

These steps may be completed where subsequent to becoming a relevant site, planning permission is granted in respect of a portion of the site.

The portion of the original site in respect of which planning permission has been granted shall be treated as a **separate relevant site** to the original relevant site, from the date on which planning permission has been granted.

The following section details how ROS and myAccount customers can register a new site where planning permission has been granted on a portion of the original relevant site.

The following steps may only be completed for a relevant site registered previously for RZLT.

5.1 Log onto the RZLT portal as per relevant instructions noted above. Select "File RZLT Requirements".

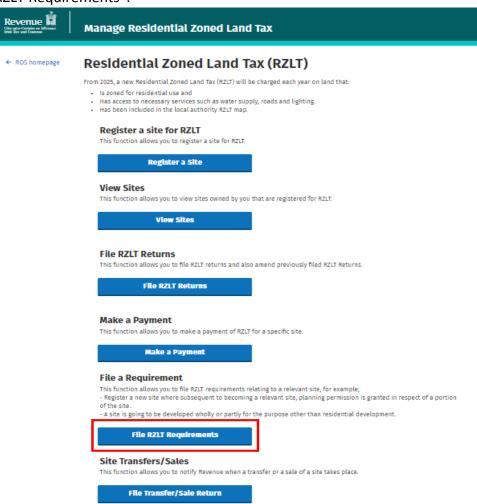


Figure 35 RZLT Portal

5.2 The list of registered sites is presented, select the appropriate site and click "File New".

# **File RZLT Requirements**

You can manage your RZLT Requirements below

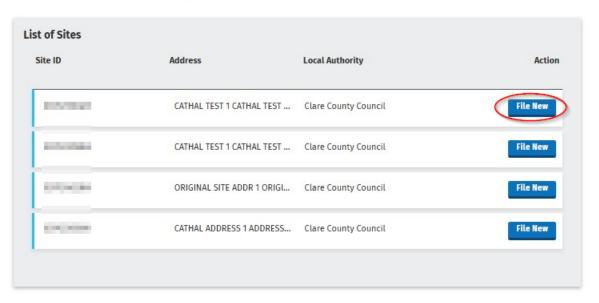


Figure 36 List of Sites

5.3 From the Requirement Type drop-down, select "New Site Registration – Planning Permission Granted". Click "Next".

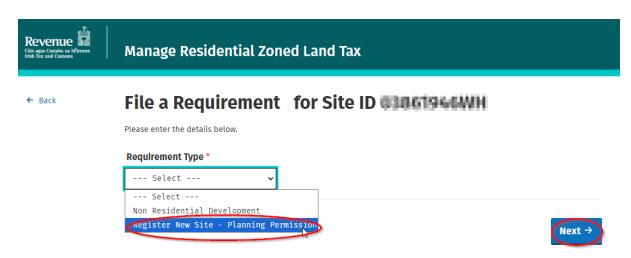


Figure 37 Requirement Type screen

- 5.4 Complete all details required in relation to the planning permission on portion of the relevant site, click "Next".
  - Enter the planning permission reference number(s) which relate to the planning permission on portion of a relevant site.
  - Enter the date planning permission was granted.
  - Enter the expiry date of planning permission.
  - Enter the area in square metres to which planning permission relates.
  - Enter the market value of the area of the site NOT subject to planning permission.
  - Enter the market value of the area of the site subject to planning permission.

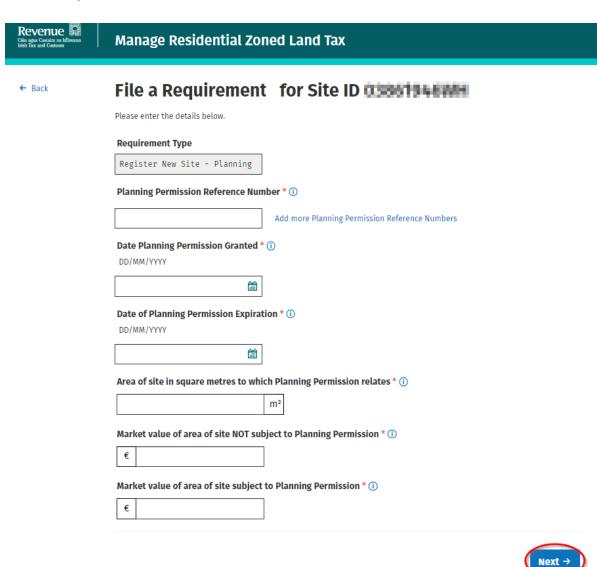


Figure 38 Requirement screen

5.5 Complete all details required in relation to the relevant site, click "Next".

Enter the Folio number associated with the relevant site – select Folio number not available, Folio number application submitted or Other.

Enter the Parcel ID associated with the relevant site as per Local Authority map. Format required is Local Authority code followed by 8 digits e.g., MNLA12345678 (see Appendix II for full list of Local Authority codes).

Where planning permission has been grated on a portion of the original relevant site, the submission of the Planning Permission Granted notification (and the relevant details contained therein) will complete the registration of a 'new relevant site' for RZLT purposes.

The portion of the original site in respect of which planning permission has been granted shall be treated as a separate relevant site to the original relevant site. The new relevant site will be allocated a separate unique site ID number.

Furthermore, the new relevant site shall have the same liability date and valuation date as the original relevant site, subject to any deferral or abatement that may apply.

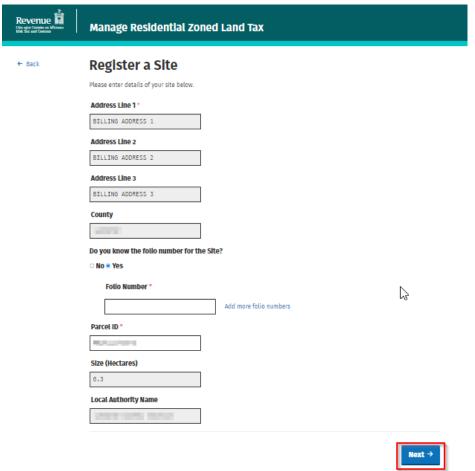


Figure 39 Register a Site screen

5.6 Requirement summary screen is presented, verify all details are correct in relation to planning permission granted on a portion of a relevant site.

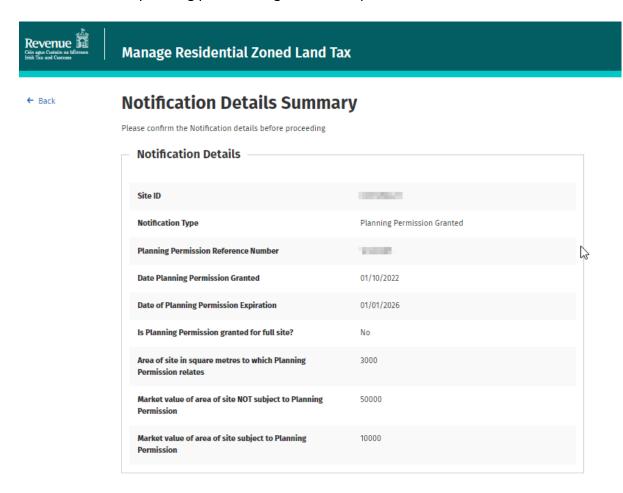


Figure 40 Requirement details summary screen

5.7 The New Site Details Summary screen is presented. Review all details to ensure they are accurate. If the details are not accurate, click "Back" and correct details on the previous screen. Tick the declaration check box to declare that all details provided are true and accurate, click "Submit" to register the site.

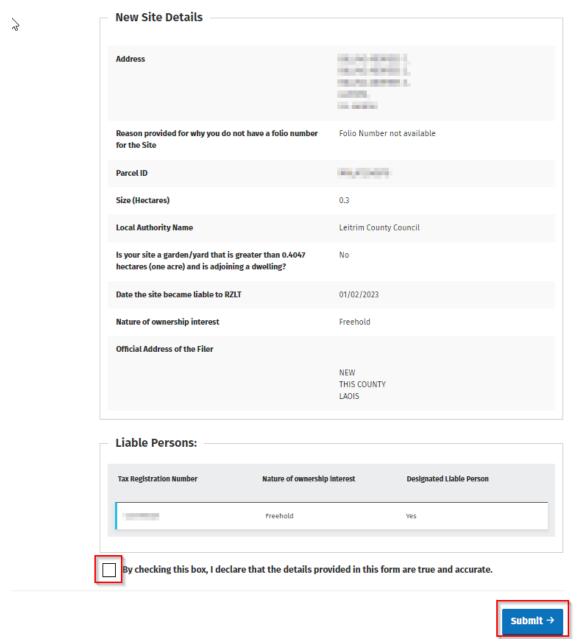


Figure 41 Declaration screen

5.8 Enter the ROS password, click "Sign & Submit".

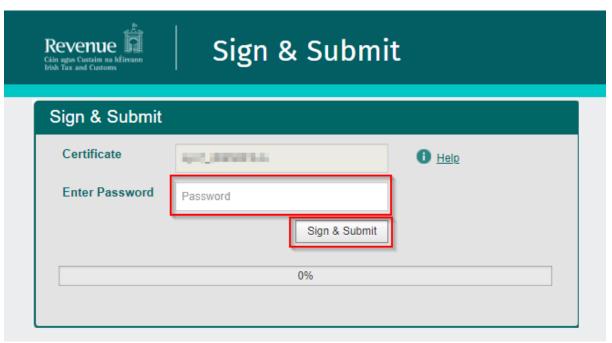


Figure 42 Sign and Submit screen

5.9 The thank you screen is presented. Click on "RZLT Portal" to return to the RZLT Portal home screen.

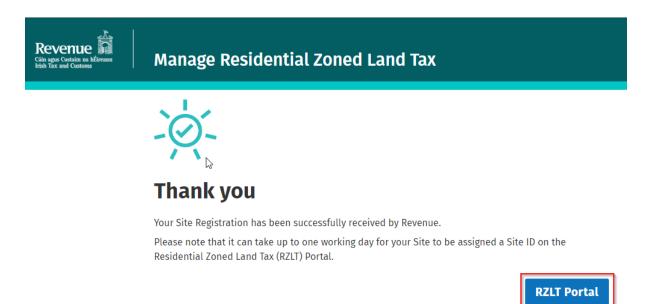


Figure 43 Thank you screen

# 6. Non-Residential Development - Commencement Requirement

These steps may be completed where a site or part of a site is developed for non-residential purposes. You are required to complete this declaration within 30 days of lodging the commencement notice with the relevant Local Authority.

The following section details how ROS and myAccount customers can declare to Revenue that development has commenced for non-residential purposes.

The following steps may only be completed for a relevant site registered previously for RZLT.

6.1 Log onto the RZLT portal as per relevant instructions noted above. Select "File RZLT Requirements".

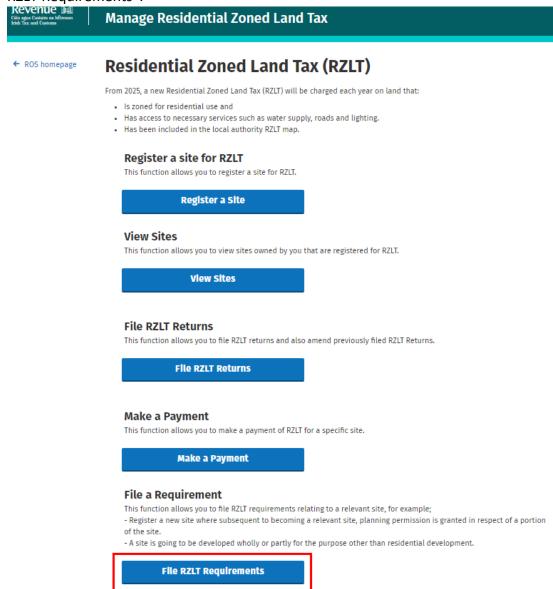


Figure 44 RZLT Portal

6.2 The list of registered sites is presented, select the appropriate site and click "File New".

## **File RZLT Requirements**

Vou can manage your RZLT Requirements below

List of Sites

Site ID Address Local Authority Action

CATHAL TEST 1 CATHAL TEST ... Clare County Council File New

CATHAL TEST 1 CATHAL TEST ... Clare County Council File New

ORIGINAL SITE ADDR 1 ORIGI... Clare County Council File New

CATHAL ADDRESS 1 ADDRESS... Clare County Council File New

Figure 45 List of Sites

6.3 From the Requirement Type drop-down, select "Non-Residential Development". Click "Next".

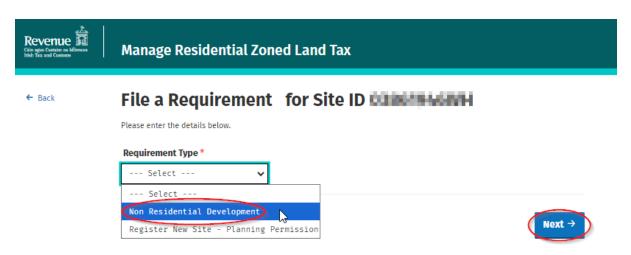


Figure 46 Requirement Type screen

6.4 Complete all details required in relation to the non-residential development commencement on the relevant site. Tick the declaration box that all requirements of legislation and record keeping have been adhered to. Click "Next".

# This Requirements must be filed within 30 days of commencement of Non-Residential Development. Please enter the details below. Requirement Type ① Non Residential Development Commencement Notice Number \* ① Planning Permission Reference \* ① I declare that I have complied with all requirements of legislation and maintained records. \* ① Next →

Figure 47 Requirement detail screen

6.5 Enter the ROS password, click "Sign & Submit".

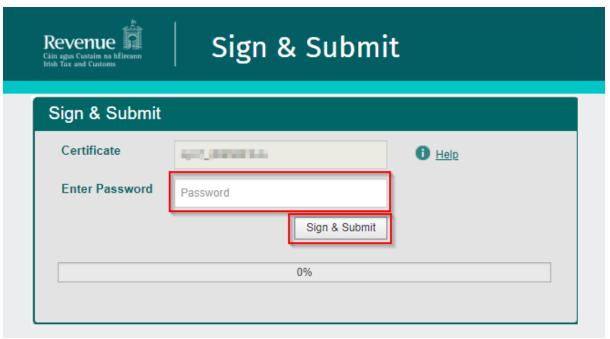


Figure 48 Sign and Submit screen

6.6 The thank you screen is presented. Click on "RZLT Portal" to return to the RZLT Portal home screen.





### Thank you

Your Site Registration has been successfully received by Revenue.

Please note that it can take up to one working day for your Site to be assigned a Site ID on the Residential Zoned Land Tax (RZLT) Portal.



Figure 49 Thank you screen

### Appendix I – Registration for ROS and myAccount

### Register for ROS

This step is only relevant if the customer is not already registered for ROS.

The customer must register for ROS using the Tax Registration Number provided by Revenue.

Details on how to register for ROS are available on the Revenue website.

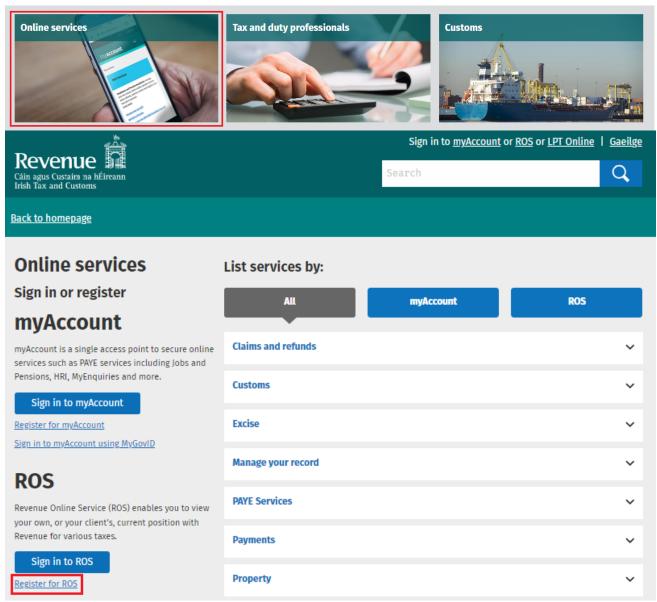


Figure 50 Revenue website screen

For queries relating to ROS please contact the Revenue ROS Technical Helpdesk:

- Email at <a href="mailto:roshelp@revenue.ie">roshelp@revenue.ie</a>
- Telephone at 01 738 3699, International customers may contact via the email address above or call +353 1 738 3699.

### Register for myAccount

Details on how to register for myAccount are available on the Revenue website here

For queries relating to the taxation of RZLT, contact the RZLT Unit on

• myEnquiries/RZLT via ROS or myAccount.

# Appendix II – Local Authority classification codes

CSO Standard Local Authority Classification	Local Authority
CCLA	Cork City Council
CELA	Clare County Council
CNLA	Cavan County Council
COLA	Cork County Council
CWLA	Carlow County Council
DCLA	Dublin City Council
	Dún Laoghaire–Rathdown
DELA	County Council
DLLA	Donegal County Council
FLLA	Fingal County Council
GALA	Galway County Council
GCLA	Galway City Council
KELA	Kildare County Council
KKLA	Kilkenny County Council
KYLA	Kerry County Council
LDLA	Longford County Council
LHLA	Louth County Council
LKLA	Limerick City & County Council
LMLA	Leitrim County Council
LSLA	Laois County Council
MHLA	Meath County Council
MNLA	Monaghan County Council
MOLA	Mayo County Council
OYLA	Offaly County Council
RNLA	Roscommon County Council
SDLA	South Dublin County Council
SOLA	Sligo County Council
TYLA	Tipperary County Council
WDLA	Waterford City & County Council
WHLA	Westmeath County Council
WWLA	Wicklow County Council
WXLA	Wexford County Council