



Fenero

Relocate from the UK/EU to IRELAND?

Three steps for a smooth move

When you relocate to Ireland, you'll want to focus on the important things... enjoying your new role and settling into your new home.

To avoid any glitches or delays with your finances when you start work, there are three key steps you can take right now:

- ✓ Apply for your PPS Number *(similar to your National Insurance number)*
- ✓ Set up your bank account  **Do this asap!**
- ✓ Keep receipts for your relocation expenses

Need help to get started?

Here are some tips and guidance. Give us a call for more support.

1. Apply for your PPS number

A Personal Public Service (PPS) Number is vital to help you access public services in Ireland and to ensure you pay the right amount of tax on your pay.

We cannot stress the importance of taking this step at the earliest opportunity. It can take several weeks to obtain a PPS number. You will pay excess tax at the emergency tax rate until you have a PPS number. Although this will be refunded to you, it may cause cash flow difficulties.

Apply for your PPS Number via the online process as soon as possible. You will need:

- Your passport
- Proof of your address in Ireland (e.g. utility bills in your name, a lease agreement from a landlord, or letter from the owner of your accommodation)
- A letter confirming your employment (Fenero can supply this when we have your Irish address).

How to apply for your PPS number

- a) Set up an account at www.mywelfare.ie
- b) Upload your identification documents (see above). If you are staying with friends, an original household bill plus a note from the bill holder confirming your residency

at the bill address is acceptable.

This note can be written on the bill itself.

- c) Allow two to four weeks for the application to get processed.
- d) You will receive your PPS Number in the post, or earlier by calling Client Identity Services: **0818 927 999 (+353 1 7043281 from outside Ireland.)**

Register your PPS number with revenue

Once you have your PPS Number, set up a personalised tax account with Revenue, the Irish tax authority, at **MyAccount**. You will need your Umbrella Company Name and Tax Registration Number, and a password that will be sent to you when you register your individual circumstances with Revenue.

2. Set up your bank account

You must be able to receive and make payments in euros. If your bank account already allows this, you may not need an Irish bank account. But an Irish bank account may help avoid exchange rate fluctuations and offer quicker transfer times.

Leading banks in Ireland include **Revolut; AIB; and Bank of Ireland.**

To set up an account you will need your passport and proof of your address in Ireland.

3. Keep receipts for your relocation expenses

When moving from the EU to Ireland for at least six months, you can be reimbursed tax-free through your umbrella company or personal services company for a range of relocation expenses. These include:



First 3 months' rent

This can reduce the cost of your rent by up to 50% for the first three months of the contract.



Temporary subsistence allowance

You can claim up to 10 nights' subsistence at a rate of €195 per night as a tax-free expense while looking for somewhere to live.



Travel cost

You can claim the cost of flights, mileage, ferry or train fares when you (and your family if they are joining you) first move to Ireland. Only your first journey is eligible.



Furniture removal cost

You may also be able to claim other costs of buying or renting a property, such as solicitors' fees. The Fenero team can advise on individual circumstances.

Top tip: Submit your relocation expenses to Fenero early to receive tax relief quickly

Can we help you?

We are tax and contracting experts, with over 15 years of experience in helping contractors moving to and working in Ireland.

If you have any questions about relocating from the EU to Ireland, contact our friendly team of experts on Hello@Fenero.ie or +353 1 6877400.

www.fenero.ie

