



Licence  
applications  
made easy

 [Licences.ie](https://www.licences.ie)

 **POST**

# Introducing Licences.ie

---

Licences.ie is a new service designed to help businesses apply and pay for all of the licences, permits and certificates they need to do business. Operated by An Post under a Public Sector Framework Contract, Licences.ie offers the following benefits to licensing authorities;

- No need for a separate procurement process
- No up front investment required
- Fees payable only in respect of applications made through the Licences.ie website.



Agile



Economical



Efficient



Secure





## How Licences.ie works for you

---

By making your licences available on Licences.ie, you gain access to a state of the art licensing system.

- This streamlines and consolidates your application process
- When an application is submitted, you'll be notified as the relevant licensing authority
- An Post provides training and support to staff responsible for processing the applications
- Number of licences available is increasing all the time, please check website for up to date list.



## How Licences.ie works for applicants

---

- Once a business has registered, company details are securely stored
- These details are used to autofill future licence applications
- One combined payment for multiple licences
- Supporting documents easily uploaded and securely stored for future applications
- Applications can be tracked, with regular status updates sent electronically.



## Fees and Charges

---

### Standard Fee structure for licensing authorities

€2.20 per Licence application  
(payable by licensing authority)

### Additional financial charges:

- Credit Cards 2% of transaction value
- Debit Cards 50c per transaction
- EFT 20c per transaction



Licences.ie  
General Post Office  
O'Connell Street Lower  
Dublin 1  
D01 F5P2

Email: [sales@licences.ie](mailto:sales@licences.ie)  
Tel: +353 1 705 8380

ILAS A V01 FEB 2016

