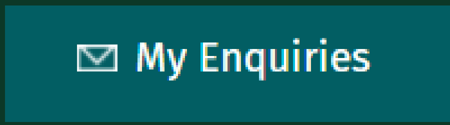
Claiming tax relief online

Log in to MyAccount via Revenue

1. Click on My Enquiries in the top right-hand corner of the screen



2. Click on “Add New Enquiry” at bottom of screen

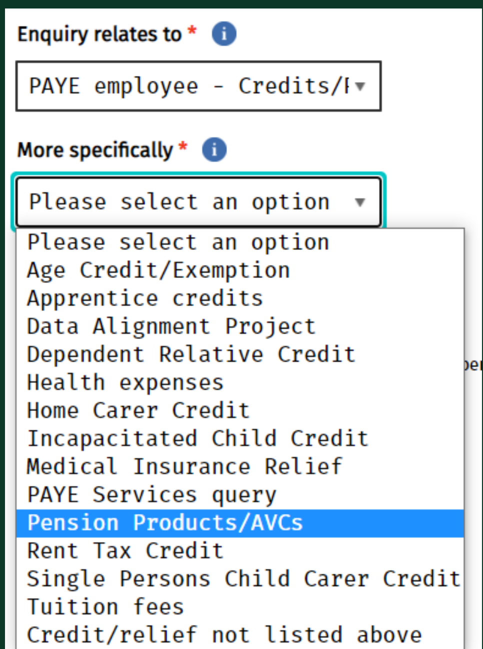
3. In the first drop-down menu click on “PAYE employee – Credits/Reliefs”. In the second box for pension-related reliefs click on “Pension products/reliefs”, or for income protection-related queries click on “Credit/relief not listed above”.

As you scroll down there will be further free text boxes to complete:

A. Complete “reference” as you see fit

B. In the “details” section you can give a brief synopsis of the relief you are applying for such as “please apply appropriate credits for income protection plan going forward”

C. Verify your email address



4. Attach scanned copies of your policy documentation which you should have received from IPF. The main document to attach is the “original policy certificate”

5. Submit request