APPLICATION FORM FOR
DIGITAL TACHOGRAPH COMPANY CARD

Use the checklist below to make sure that your application is complete before you return it.

Have you considered applying for your Company Card online? It’s quicker and you can save €15. See www.rsa.ie for full details.

APPLICATION CHECKLIST
Please tick ✓ to confirm that the application is complete.

- All sections of this form have been completed.
- €60 fee per card. Enter your credit or debit card details in section 5 of this form. Credit or debit card is the only accepted method of payment. Cash, postal orders, cheques or bank drafts are not accepted methods of payment.
- If you are applying for a replacement for a damaged or malfunctioning card, you must submit that card as part of the application.

Where to send your application
Send the completed application form to:

Road Safety Authority
Clonfert House
Bride Street
Loughrea, Co. Galway.

Processing
You will not be issued with a receipt for this application, but you should receive your Digital Tachograph Company Card within two weeks. If your application is incomplete or invalid, it will be returned to you immediately.

Please ensure that you allow adequate time for your application to be processed.

If you apply online, you will receive an email to acknowledge receipt of the €45 fee and to confirm that your application is being processed. Note that online applications have a faster turnaround time.

Data Protection
Please note that all of the information requested on this form is necessary for the purposes of processing your application for a digital tachograph card. If you fail to answer any of the questions set out in the application form, it will not be possible to process your application for a card.

The details set out in your application form will be processed by the RSA and/or its service providers solely for the purposes of processing your application and, where your application is successful, for our ongoing dealings with you in respect of your digital tachograph card. Your details may also be processed for statistical purposes. These statistics are used in such a way that individual applicants cannot be identified.

The RSA will process your details in accordance with its obligations under the Data Protection Acts 1988 and 2003. This includes taking all reasonable steps (including appropriate technical and organisational security measures) to protect personal data.

The RSA may disclose personal data to its agents, contractors and service providers to the extent reasonably required for the purposes described above where we choose to have certain services provided by third parties. Where third parties are used, we do so in accordance with applicable law and take reasonable precautions regarding the practices employed by the service provider to protect personal information.

In addition to third party service providers, we may disclose personal data to An Garda Síochána, to other road transport authorities and to transport enforcement agencies in other EU member states or AETR states where permitted or required by law.

You have the right, subject to certain exemptions, to obtain a copy of any personal data which the RSA holds about you and to correct any inaccuracies in such data. If you wish to avail of any of these rights, please contact us at the address below. Your request will be dealt with as soon as possible and in any event no longer than 40 days after your request.

The RSA may occasionally update this notice. We encourage you to periodically review the Data Protection notice to stay informed about how we handle the personal data we collect in relation to applications for digital tachograph cards.

Queries?
If you have any queries about completing this form, please contact the Road Safety Authority:
Telephone: (091) 872600 Email: digitaltacho@rsa.ie Website: www.rsa.ie
1. TYPE OF APPLICATION
(Please tick ✓ as appropriate)

- First-time application
- Additional card
- Replacement card
- Renewal card

<table>
<thead>
<tr>
<th>Date current card expires:</th>
<th>Day</th>
<th>Month</th>
<th>Year</th>
</tr>
</thead>
</table>

Current Card Number (Account Number)

Number of additional cards required

2. DETAILS OF OPERATOR

Operator name

Address

Phone number

Email address

Contact name

Contact’s position (for example, ‘Manager’, ‘Owner’)

Type of operator

- Haulage
- Passenger

Company Registration Number (CRN)

OR

Owner’s Personal Public Service Number (PPSN)

This is mandatory where the operator is a limited company.

This is mandatory where the operator is not a limited company.
3. FOR REPLACEMENT CARD ONLY

Complete this section if you already hold an Irish Digital Tachograph Company Card and wish to replace your card.

Please tick ✔ to indicate why you require a replacement card.

- [ ] Existing card was lost or stolen
- [X] Existing card was damaged
- [ ] Existing card was malfunctioning

Please submit your damaged or malfunctioning card.

Details of damaged or malfunctioning card

If your existing card was damaged or malfunctioning, please include the card with your application and supply details here.
4. DECLARATION BY AUTHORISED PERSON

I confirm that I am a person authorised to apply for Digital Tachograph Company Cards on behalf of my company, and I declare that the information given by me in this application is correct.

First name
Surname
Signature
Date

Day  Month  Year
5. PAYMENT DETAILS

Have you considered applying for your Company Card online? It’s secure, has a quicker turnaround time, you will be sent a confirmation email, and you can save €15 per card. See [www.rsa.ie](http://www.rsa.ie) for full details.

The fee due is €60 for each Company Card.

Please debit my VISA/Mastercard/Visa debit card with the amount of: €

Credit or debit card is the only accepted method of payment.
Cash, postal orders, cheques or bank drafts are not accepted methods of payment.

<table>
<thead>
<tr>
<th>Cardholder name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Card number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expiry date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CVV2 number</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-digit number on back of the card</td>
</tr>
</tbody>
</table>

