



**An Roinn**  
***Ealaíon, Oidhreachta agus Gaeltachta***  
**Department of**  
***Arts, Heritage and the Gaeltacht***

## Notification Form

**Notification to the Minister for Arts, Heritage and the Gaeltacht under section 12 (3) of the National Monuments (Amendment) Act, 1994 (Recorded Monument) and Notification under section 5 (8) of the 1987 Act (Register of Historic Monuments)**

This notification form must be completed and submitted to the National Monuments Service AT LEAST TWO MONTHS before any work is carried out at an archaeological/historic structure or site included in the Record of Monuments and Places or Register of Historic Monuments.

The completed notification form may be forwarded to: Director, National Monuments Service at [nationalmonuments@ahg.gov.ie](mailto:nationalmonuments@ahg.gov.ie) and marked "*Notification under the National Monuments Acts 1930-2004*"

or posted to:

Director,  
National Monuments Service,  
Department of Arts, Heritage and the Gaeltacht,  
Custom House,  
Dublin 1.

**1. Notification by:**

Name:

Address:

Telephone:

Email address:

**2. Recorded/Registered Monument**

Record of Monuments and Places/Register of Historic Monuments Ref. No (e.g. CL001-001):

Name of Monument:

Location (Townland and County):

ITM Reference\*:

\* The Archaeological Survey of Ireland uses mapping provided by OSI: this utilises the Irish Transverse Mercator (ITM) co-ordinate system. This replaces the former Irish Grid referenced mapping. If possible, please supply ITM coordinates. Users may derive the ITM co-ordinates from the mapping component of the National Monuments Service website [www.archaeology.ie](http://www.archaeology.ie) .

**3. Owner Details (complete as appropriate)**

A. Local Authority

Name:

Address:

Telephone:

Email address:

Director of Services/Authorised Officer:

OR

B. Private Owner

Name:

Address:

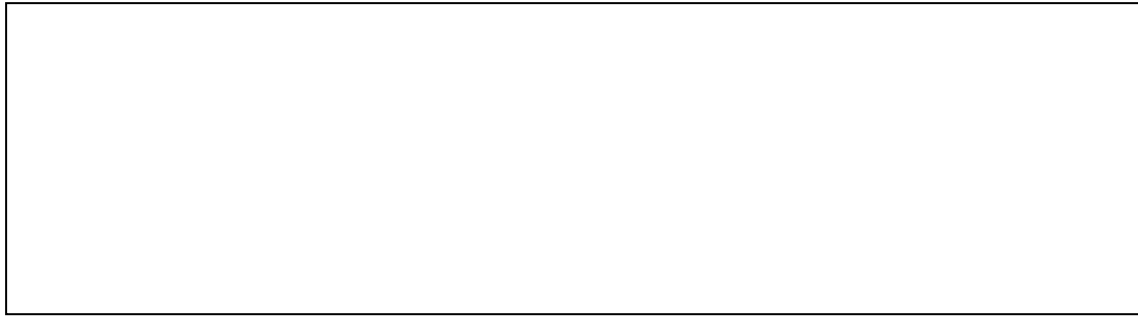
Telephone:

Email address:

**4. Works**

Purpose of Proposed Works

Description of Proposed Works (continue on separate page, or attach documentation, as required):



## 5. Items to be included

Please ensure the required documentation (including the following items) is enclosed with your notification:

- a. OS map, at either of the following scales, marking the location of the site:

Rural 1:5000/1:10000

or

Urban 1:1000

- b. Name and contact details of relevant professionals e.g. archaeologist
- c. A description of the works proposed (see 4 above) including an archaeological assessment where appropriate
- d. Written confirmation of owner's permission
- e. Any reference numbers associated with the project e.g. the heritage project reference number assigned by the Department of Arts, Heritage and the Gaeltacht and any planning application reference number (where available) assigned by the relevant planning authority

**Important Note: It should not be assumed that this notification form has been received by the National Monuments Service until you have received confirmation in writing to that effect.**

Signature:

Date: