



IRISH FILM CLASSIFICATION OFFICE

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## VIDEO RECORDINGS ACT, 1989

Explanatory Note to accompany Application Form for a Retail/Wholesale Licence

1. Any person who engages in the sale or letting on hire by wholesale or by retail of video recordings must have a licence to do so from the Director of Film Classification. (Person includes partnerships, incorporated bodies, unincorporated bodies, clubs, etc.)
2. All applications for licences must be received by the Irish Film Classification Office at least 30 days prior to the date on which the licensing period is due to commence.
3. A licence will be required for each premises and/or vehicle and/or place from which it is proposed to sell video recordings or let them on hire.
4. Application forms are available from the Irish Film Classification Office.
5. The following fees for licences have been prescribed by the Minister for Justice:
  - (a) Wholesale: € 7,000
  - (b) Retail: € 200
6. Each application for a licence must be made on the appropriate form and be accompanied by the prescribed fee. The name of the proposed licence holder (whether an individual or otherwise) and the premises, vehicle or place to be licensed should be clearly indicated on the application form. Cheques should be crossed and made payable to the Irish Film Classification Office.
7. A licence, if not previously surrendered or forfeited, shall remain in force for a period of 12 months from the date of commencement of the licensing period.  
A new licence is required for each subsequent 12 month period.
8. A licence cannot be transferred from one person to another.

9. Any proposal to transfer a licensed business from one premises/vehicle and/or place to another must be notified in advance to the Irish Film Classification Office and the licence returned to this Office for amendment.
10. The “Tax Reference Number” of a proposed licence holder as sought on the application form means one of the following:
  - (a) the Personal Public Services Number (PPS) stated on any certificate of Tax Credits issued to that person by an inspector, not being a certificate issued to an employer in respect of an employee of that employer, or
  - (b) the reference number stated on any return of income form or notice of assessment issued to that person by an inspector, or
  - (c) the registration number of that person for the purposes of value-added tax (VAT).
11. Where any information furnished in or in connection with an application for a Licence ceases to be or is discovered not to be correct or accurate, the licence holder shall notify the Irish Film Classification Office accordingly and return the licence to this office for amendment.
12. A licence authorising the sale or letting on hire of video recordings at or from a premises must be displayed in such a position in the part of the premises where the sales or lettings are taking place as to be clearly visible to and easily legible by members of the public.
13. A person selling or letting on hire video recordings elsewhere than at a premises shall produce the licence concerned on demand to any person at the place where the sales or lettings are taking place.
14. The Register of Video Recording Wholesale and Retail Licences may be inspected free of charge by members of the public at the Irish Film Classification Office.
15. Copies of the Video Recordings Act, 1989 and the Regulations made thereunder may be purchased from the Government Publications Sale Office, Sun Alliance House, Molesworth Street, Dublin 2 or through any bookseller. The Act can be accessed at [www.irishstatutebook.ie](http://www.irishstatutebook.ie)
16. Requests for further information should be made to the Irish Film Classification Office.