

Invoicing Terms and Conditions

1. The Department's credit terms are 30 days net.
2. Payments must be made in Euro by credit/debit card or Electronic Funds Transfer (EFT).
3. The charges quoted on Department invoices are subject to the legislation under which they apply. All enquiries regarding the charges or the relevant legislation should be directed to the issuing billing division as shown on the front of each invoice.
4. Advances or bonds will be required where these are specified in legislation.

In the case of non-payment

5. The Department reserves the right to withdraw services in part or in full or to withhold the issuing of licences if a customer fails to pay for overdue invoices when requested to do so.
6. A customer may also be required to furnish a bond in order to continue doing business with the Department when in breach of its credit terms and/or services have been suspended.
7. The Department reserves the right to seek interest on late payments in accordance with the terms of the European Communities (Late Payment in Commercial Transactions) Regulations 2012.

PAYMENT OPTIONS

1. Electronic Funds Transfer (EFT)

- o Payment may be made by EFT to the bank account detailed below.
- o You must use your Department customer number as the payment reference to ensure the payment is allocated to your account.
- o Each EFT payment must be followed by an email notice to eftpayments@agriculture.gov.ie including the following details:
 - o Your customer number.
 - o Your name and address.
 - o The amount and date of the payment.
 - o The invoice number(s) to which the payment refers

Bank Account for EFT Payments

Bank	Danske Bank, International House, 3 Harbourmaster Place, IFSC, Dublin 1
Account Name	Department of Agriculture, Food and the Marine - Receipts - Public Bank Account
IBAN	IE23DABA95159950006254
SWIFT/BIC	DABAIE2D
Account No.	50006254
Sort Code	95-15-99

2. Debit/Credit Card

- o Debit/Credit Card payments may be made using the DAFM online Financial Self Services facility available on your Online Services Account.
- o If you are not registered for online services, the following registration options are available:
 - o Individuals may complete the Registration for Online Services option at www.agfood.ie.
 - o Companies can access online services via www.agriculture.gov.ie/login. Please contact the Financial Self Services Help Desk at +353 (0) 49 4368271 for registration forms.
- o Alternatively, please contact the Cash Office at +353 49 4352053 to make a payment by credit/debit card over the phone.

If you have any problems making payment by the methods above, please contact the Cash Office at **+353 49 4352053**