

Rannóg na nÍocaíochtaí Teagasc Baile
Rannán na Scoileanna- Airgeadas,
An Roinn Oideachais agus Scileanna
Cor na Madadh
Baile Átha Luain
Co. na hIarmhí
N37X 659



Home Tuition Payment Section,
Schools Division – Financial,
Department of Education and Skills
Cornamaddy
Athlone
Co. Westmeath
N37X 659

CHANGE OF ADDRESS NOTIFICATION FORM FOR HOME TUTORS

For completion by Home Tutors on the Department's Non-Teaching Staff (NTS) Payroll.

Name: _____ PPSN: _____

School Roll No: (if applicable) _____

If you are or were in receipt of a salary or pension through a payroll operated by the Department of Education & Skills, please tick the appropriate box below.

Primary Teachers Payroll Section

Post Primary Teachers Payroll Section

Non- Teaching Staff Payroll Section

Retired Staff Payroll Section

My new address details are as follows:

Name : _____

Address: _____

County : _____ EIRCODE : _____

Declaration: I hereby declare that the above new address is my current residence and that all details furnished in this form are true and correct. I undertake to inform the Department of any changes to this address. I authorise the sharing of this information with all the relevant payroll areas of the Department of Education & Skills.

Signed : _____ Date : _____

Contact details : _____

PLEASE RETURN COMPLETED FORMS TO:
The Department of Education & Skills
Home Tuition Payments Section,
Schools' Division Financial , Cornamaddy , Athlone
Co. Westmeath N37X 659.

+353-9064-83600

+353-090648148

www.education.ie

htpayments@education.gov.ie

HT2 form – Sept. 2017