

# **"UPT Reduction for Insured**Residences"



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# 1 Institutional Framework

# General Provisions:

- Para. 7G of article 3 of L. 4223/2013
- Decision 1014/2024



# 2 Environment of the Digital Platform

The submission is made through the digital portal myAADE, by going to: Applications > Popular Applications > myPROPERTY > UPT Reduction for Insured Residences. By entering the Application, you are taken to the introduction page, where you can apply for a UPT reduction, view your submitted applications and be informed of their results.

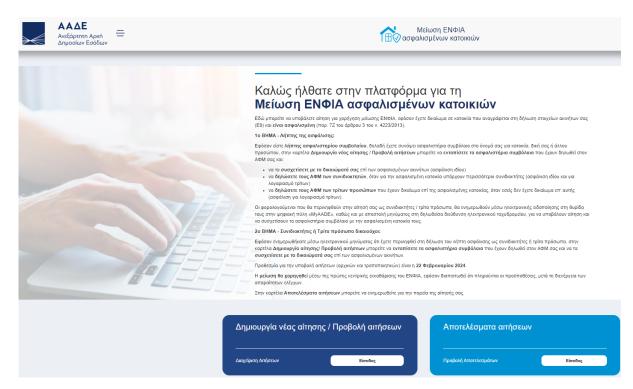


Figure 1: Home Page



# 2.1 Submit a New Application

By selecting "Login," you will be taken to the "Manage Applications" screen, where your registration details will be displayed, as well as the details of the Applications you have already submitted (Type, Application No., Date of Submission, Status). In the field "Submissions of Applications for a UPT Reduction," you select "New Application."

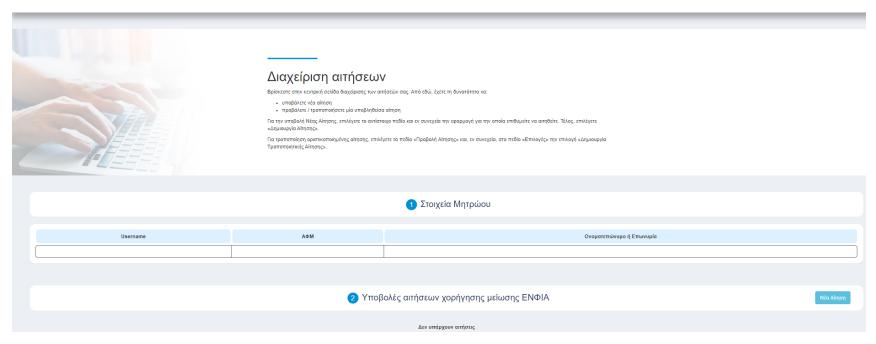


Figure 2: Manage Applications



In the application selection list, select "2024 UPT Reduction Grant for Insured Residences (applies to insurance within the year 2023)", and then "Create an Application" 

Δημιουργία Αίτησης:

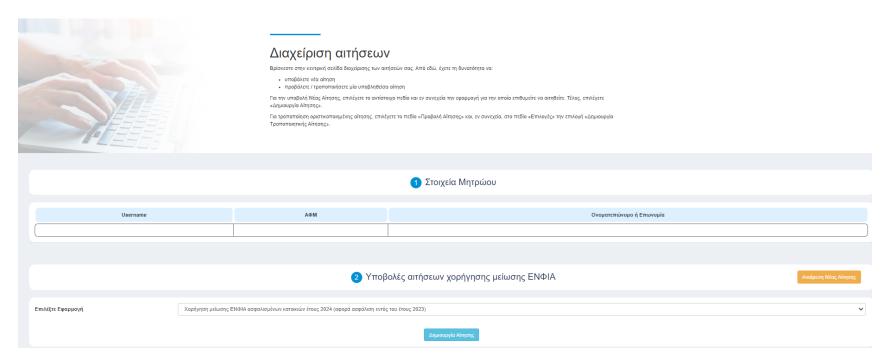


Figure 3: Create an Application

At this point, you can cancel the application you have started by selecting "Cancel New Application"

Αναίρεση Νέας Αίτησης



For each new application, 3 tabs appear, as the case may be:

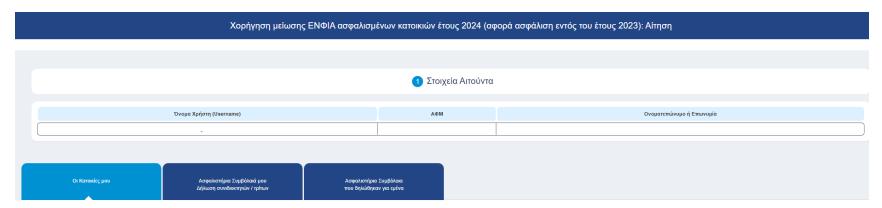


Figure 4: Application Options



## 2.1.1 "My Residences" Tab

By selecting the "My Residences" tab , the details of the residences are displayed (Property ID, Address, Category, Real Right, Percentage of Co-Ownership, square meters of main and auxiliary spaces, floor).

Οι Κατοικίες μου

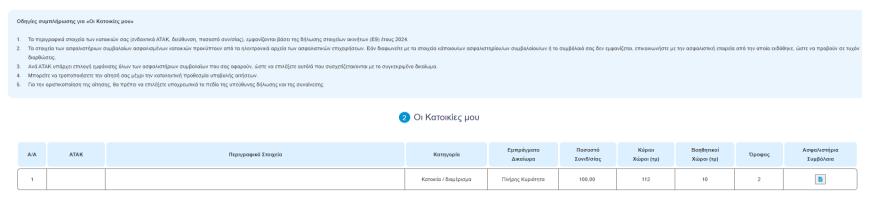


Figure 5: "My Residences" Tab

By selecting from the Insurance Policies column, the "View / Register Home Insurance Policies" tab appears, through which, with the symbol , you can associate the insurance policy (policies) that pertain to a specific Property ID.



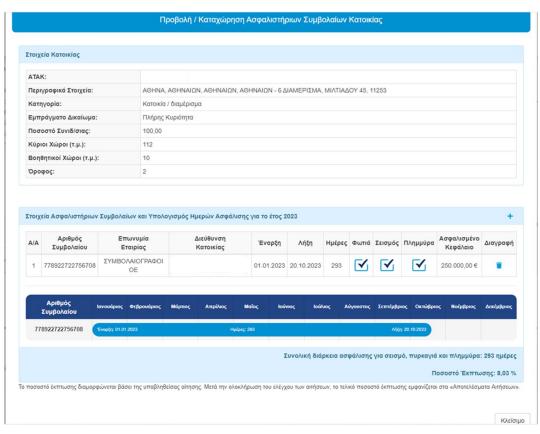


Figure 6: Association of Insurance Policy with Property ID

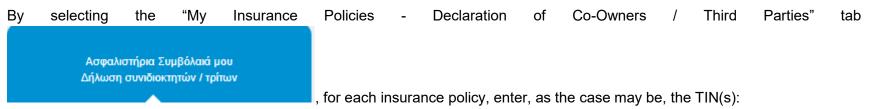
Once the association has been made, in the Insurance Policies column, appear the options you can either modify the policy's association with the Property ID or delete it.

Ασφαλιστήρια Συμβόλαια

from which



## 2.1.2 "My Insurance Policies - Declaration of Co-Owners / Third Parties" Tab



- of the **co-owners** of your residence(s) that you have previously associated with an insurance policy, as a policyholder (**own** insurance on behalf of third parties).
- of **third parties**, in the event that you have concluded an insurance policy in your name (policyholder) for a residence, to which you have no right (**insurance on behalf of third parties**).

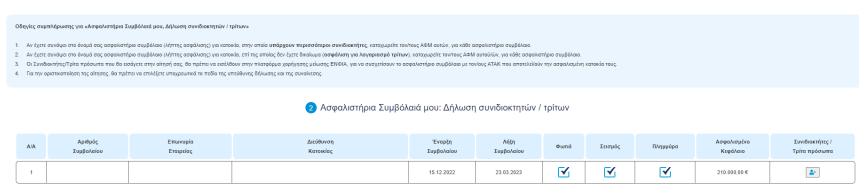


Figure 7: "My Insurance Policies: Declaration of Co-Owners / Third Parties" Tab



More specifically, by selecting the icon in the "Co-Owners/Third Parties" column and then with the + symbol, you fill in the TIN(s) of the person(s) who have a right to the insured residence that is the subject of the insurance policy.

The process is repeated for each insurance policy concerning co-owners / third parties who have a right to the insured residence. The co-owners/third parties that you will enter in your application, should enter the UPT reduction granting platform, in order to associate the insurance policy with the Property ID(s) of their insured residence.



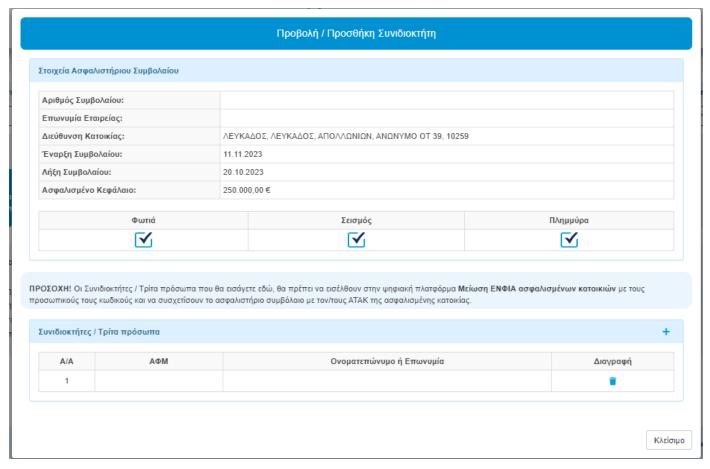


Figure 8: Add a Co-Owner / Third Party

Once the TINs of the co-owners/third parties are declared, in the "Co-Owners / Third Parties" column appear the options

from which you can change or delete the entry.



#### 2.1.3 "Insurance Policies Declared for Me" Tab

Ασφαλιστήρια Συμβόλαια που δηλώθηκαν για εμένα By selecting the "Insurance Policies Declared for Me" tab the insurance policy(policies) that have been associated with your TIN by the policyholder and the policyholder's information are displayed. 1. Στον παρακάτω πίνακα εμφανίζονται τα ασφαλιστήρια συμβόλαια που έχουν συσχετισθεί με τον ΑΦΜ σας από τον λήπτη της ασφάλισης, και τα στοιχεία του λήπτη, 2. Στην καρτέλα «Οι Κατοικίες μου» μπορείτε να συσχετίσετε σε κάθε ΑΤΑΚ ακινήτου το αντίστοιχο ασφαλιστήριο συμβόλαιο, μέσα από την επιλογές εμφάνισης «Ασφαλιστήρια Συμβόλαια» 2 Ασφαλιστήρια Συμβόλαια που δηλώθηκαν για εμένα Αριθμός Φωτιά Σεισμός Πλημμύρα Κατοικίας Συμβολαίου Εταιρείας Συμβολαίου Συμβολαίου Κεφάλαιο Ασφάλισης **V V V** ΛΕΥΚΑΔΟΣ, ΛΕΥΚΑΔΟΣ, ΑΠΟΛΛΩΝΙΩΝ, ΑΝΩΝΥΜΟ ΟΤ 39, 10259 11 11 2023 20.10.2023 250.000,00€

Figure 9: "Insurance Policies Declared for Me" Tab

To finalise the application, you must select the "Solemn Declaration and Consent" field.

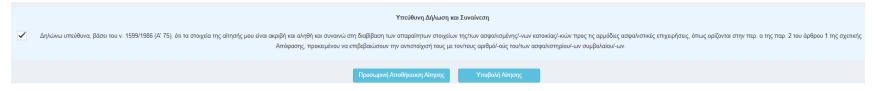


Figure 10: Solemn Declaration and Consent

By selecting "Submit Application" Υποβολή Αίτησης , the following message of successful submission appears:





# Αποθήκευση

Η καταχώρηση της αίτησής σας πραγματοποιήθηκε με επιτυχία.

Η μείωση του ποσού του ΕΝΦΙΑ θα πραγματοποιηθεί μετά από έλεγχο της αίτησής σας.

#### Ευχαριστούμε!

Οι αιτήσεις δύναται να τροποποιούνται έως την 22η Φεβρουαρίου 2024.

Αρχική Σελίδα Επιστ

Επιστροφή στην αίτηση

Figure 11: Successful Submission Message



# 2.1.4 View Finalised Application:

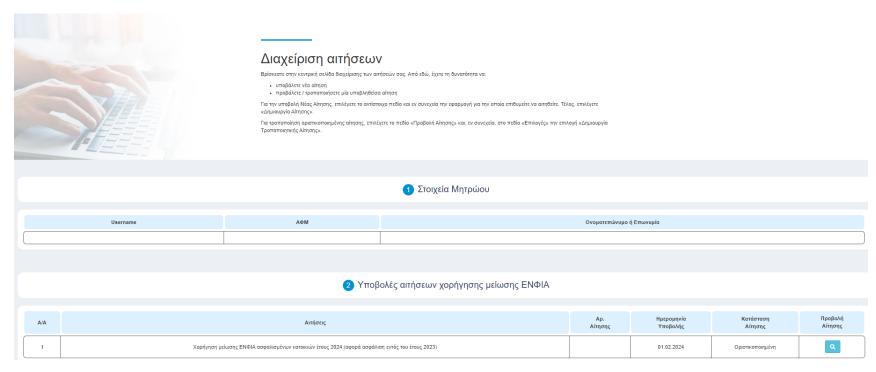


Figure 12: View Finalised Application

After your application is finalised, you can view it by selecting on the "View Application" column. In the "Options" tab

Επιλογές , you can create a request to change your application, review your requests history and print them.



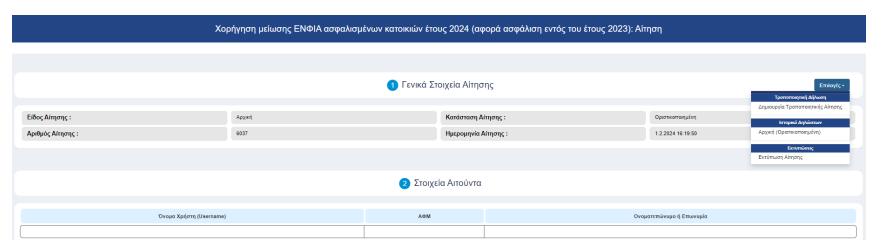


Figure 13: Application Options



### 2.1.5 Print Application









Αριθμός Αίτησης	6037	
Κατάσταση Αίτησης	Οριστικοποιημένη	
Είδος Αίτησης	Αρχική	
Ημερομηνία Αίτησης	1/2/2024 4:19 µµ	

#### ΜΕΙΩΣΗ ΕΝΦΙΑ ΑΣΦΑΛΙΣΜΕΝΩΝ ΚΑΤΟΙΚΙΩΝ

#### Υπεύθυνη Δήλωση και Συναίνεση



Δηλώνω υπεύθυνα, βάσει του ν. 1599/1986 (Α' 75), ότι τα στοιχεία της αίτησής μου είναι ακριβή και αληθή και συναινώ στη διαβίβαση των απαραίτητων στοιχείων της/των ασφαλισμένης/-νων κατοικίας/-κιών προς τις αρμόδιες ασφαλιστικές επιχειρήσεις, όπως ορίζονται στην περ. α της παρ. 2 του άρθρου 1 της Α.1014/2024 Απόφασης, προκειμένου να επιβεβαιώσουν την αντιστοίχισή τους με τον/τους αριθμό/-ούς του/των ασφαλιστηρίου/-ων συμβολαίου/-ων.

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Figure 14: Digital Application File



# 2.2 Application Results

You can view the results of your application processing on the "Application Results" tab

the application's home page by selecting "View Results"

Αποτελέσματα αιτήσεων

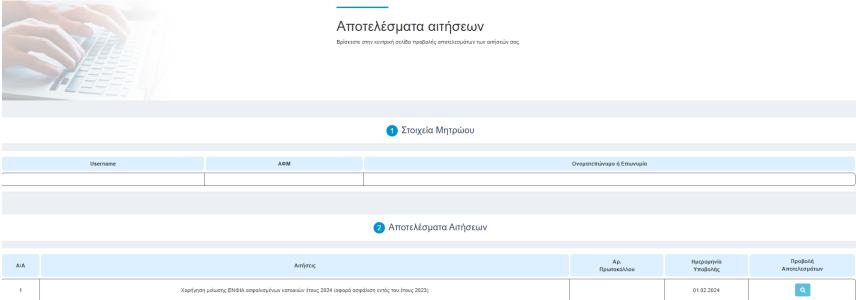


Figure 15: Application Results (a)

Αποτελέσματα αιτήσεων

Είσοδος

of



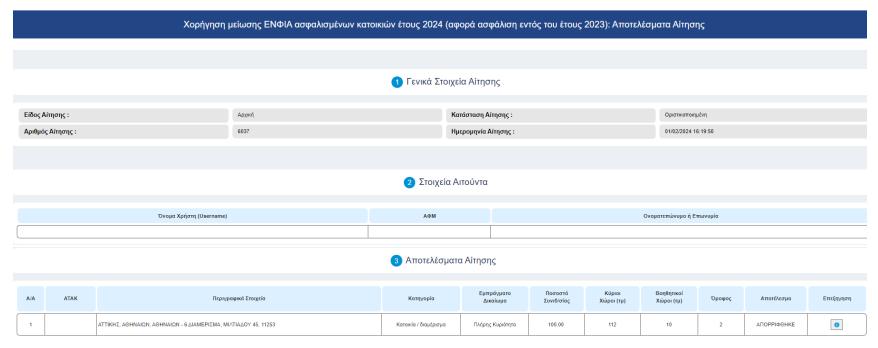


Figure 16: Application Results (b)

Επεξηγηση

By selecting , you can be informed per Property ID and per insurance policy if the association has already been confirmed, if an audit by the insurance company is expected, or if it has been rejected by the tax authority due to non-fulfilment of the conditions.



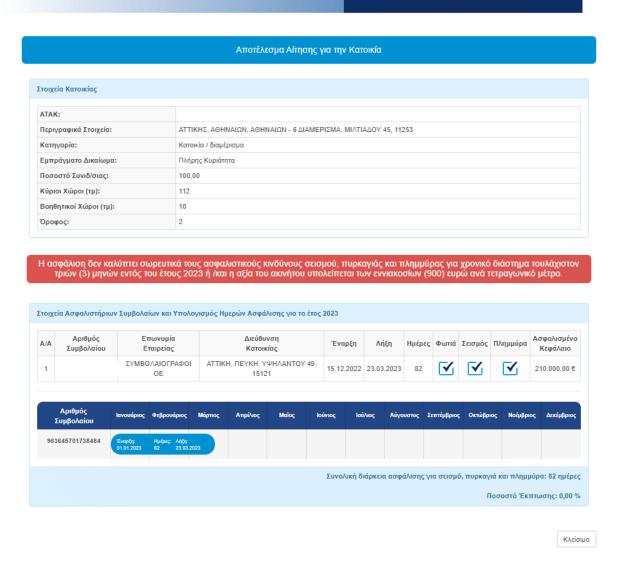


Figure 17: Application Results per Property ID