

Tax Disc must be surrendered immediately as refunds are generally calculated from the first of the month following the surrender of the disc. A minimum of 3 unexpired whole calendar months must be left on the disc when surrendered.

**A. OWNER / VEHICLE DETAILS**

1. REGISTRATION NUMBER

Make / Model  Colour(s)

Chassis Number

**OWNER**

Mr., Ms., etc.  First Name(s)

Surname OR Company Name

Address

Town / City

County  Phone No.

**B. REASONS FOR REFUND**

<p><b>1. Vehicle Stolen</b> The vehicle was stolen on <input type="text"/> Day <input type="text"/> Month <input type="text"/> Year <input type="checkbox"/> and has not since been recovered</p>	<p><b>*5. Vehicle not used because of Owner's Illness / injury</b> <input type="checkbox"/> I, the owner of the vehicle have ceased to use it from <input type="text"/> Day <input type="text"/> Month <input type="text"/> Year  because of illness, injury or other physical disability and I will be unable to use until at least <input type="text"/> Day <input type="text"/> Month <input type="text"/> Year</p>
<p><b>2. Vehicle Scrapped / Destroyed</b> <input type="checkbox"/> The vehicle was scrapped completely and destroyed on <input type="text"/> Day <input type="text"/> Month <input type="text"/> Year and is incapable of being used on the roads</p>	<p><b>*6. Vehicle unused because the Owner absent from the State</b> <input type="checkbox"/> I, the owner of the vehicle have ceased to use it from <input type="text"/> Day <input type="text"/> Month <input type="text"/> Year  Because of absence from the State for business / educational purposes or overseas service with the Defence Forces. I will be absent from the state until <input type="text"/> Day <input type="text"/> Month <input type="text"/> Year</p>
<p><b>3. Vehicle Exported</b> <input type="checkbox"/> The vehicle was sent permanently out of the state on <input type="text"/> Day <input type="text"/> Month <input type="text"/> Year</p>	<p><b>*7. Vehicle Duty Error</b> <input type="checkbox"/> The duty was paid / overpaid by mistake in the following circumstances ..... .....</p>
<p><b>4. Vehicle Not Used</b> <input type="checkbox"/> The vehicle has not been used in a public place at any time since the issue of the tax disc.</p>	

**Documents to Accompany Application:**

In all cases Tax Disc and Vehicle Licensing Certificate or Registration (Log) Book

\* Medical certificate, letter from educational body or business etc., confirming the relevant period.

**C. DECLARATION**

I declare that the particulars given at 'A' above are correct and I apply for a refund of motor tax for the reason (tick) given at B. I attach the required evidence (Medical Certificate, etc as appropriate) in support of my claim and I further declare that the vehicle in respect of which the refund is being sought will not be used by me or with my consent in any public place during the remainder of the licensing period unless it is properly licenced.

Signature of Owner: .....

Signature of Garda / Witness: .....

Date: .....

**Garda Station Stamp**

**D. FOR OFFICIAL USE ONLY**

Serial Number of Application .....

Date of Surrender of Licence .....

Date of Expiry of Licence .....

Number of months remaining .....

Annual Rate of Tax .....

Repayment / Refund Amount .....

Date Allowed / Disallowed .....

Date Repaid / Refunded .....