

APPLICATION FOR A REFUND OF MOTOR TAX

RF120

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	<input style="width: 100%; height: 20px;" type="text"/>										
Make / Model	<input style="width: 100%; height: 20px;" type="text"/>					Colour(s)	<input style="width: 100%; height: 20px;" type="text"/>				
Chassis Number	<input style="width: 100%; height: 20px;" type="text"/>										
OWNER											
Mr., Ms., etc.	<input style="width: 20px; height: 20px;" type="text"/>		First Name(s)	<input style="width: 100%; height: 20px;" type="text"/>							
Surname OR Company Name	<input style="width: 100%; height: 20px;" type="text"/>										
Address	<input style="width: 100%; height: 20px;" type="text"/>										
Town / City	<input style="width: 100%; height: 20px;" type="text"/>										
County	<input style="width: 100%; height: 20px;" type="text"/>					Phone No.	<input style="width: 100%; height: 20px;" type="text"/>				

B. REASONS FOR REFUND

<p>1. Vehicle Stolen The vehicle was stolen on <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> Day Month Year <input style="width: 20px; height: 20px;" type="checkbox"/></p> <p>and has not since been recovered</p>	<p>*5. Vehicle not used because of Owner's Illness / injury <input style="width: 20px; height: 20px;" type="checkbox"/> I, the owner of the vehicle have ceased to use it from <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> Day Month Year</p> <p>because of illness, injury or other physical disability and I will be unable to use until at least <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> Day Month Year</p>
<p>2. Vehicle Scrapped / Destroyed <input style="width: 20px; height: 20px;" type="checkbox"/> The vehicle was scrapped completely and destroyed on <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> Day Month Year and is incapable of being used on the roads</p>	<p>*6. Vehicle unused because the Owner absent from the State <input style="width: 20px; height: 20px;" type="checkbox"/> I, the owner of the vehicle have ceased to use it from <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> Day Month Year</p> <p>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 style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> Day Month Year</p>
<p>3. Vehicle Exported <input style="width: 20px; height: 20px;" type="checkbox"/> The vehicle was sent permanently out of the state on <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> Day Month Year</p>	<p>*7. Vehicle Duty Error <input style="width: 20px; height: 20px;" type="checkbox"/> The duty was paid / overpaid by mistake in the following circumstances</p>
<p>4. Vehicle Not Used <input style="width: 20px; height: 20px;" type="checkbox"/> The vehicle has not been used in a public place at any time since the issue of the tax disc.</p>	
<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.</p>	

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

Refunds

All refund applications must be made on form RF120 (available from the Motor Tax Office) and stamped at a Garda station. In all cases there must be three full months of unexpired tax left on a disc when an application is made to this office.

The Vehicle Licensing Certificate/Vehicle Registration Certificate (unless vehicle is scrapped), tax disc (unless vehicle is stolen and not recovered) and supporting documentation must accompany the RF120.

Conditions for a refund and types of supporting documentation required:

- 1) Vehicle Stolen and not recovered - a letter from insurance company or Gardai confirming a) date of incident, b) registration of vehicle and c) that the vehicle remains unrecovered to date.
- 2) Vehicle Scrapped/Destroyed – a Certificate of Destruction from an Authorised Scrap dealer, alternatively a letter from insurance company confirming a) date of incident, b) registration of vehicle and c) that the vehicle was either **Category A or B Write off only**.
- 3) Vehicle Exported – proof of exportation is required from the country the vehicle was re-registered in e.g. re-registration documents etc
- 4) Vehicle not used – refunds are only issued if the disc is returned on or before the commencement of the tax period. If the tax period has commenced a refund will not be granted.
- 5) Vehicle not used due to owner illness/injury – a medical certificate from a doctor is required confirming the owner is unfit to drive and for what period. Only whole calendar months will be refunded.
- 6) Vehicle unused because owner absent from State for work or educational purposes – a letter from Defence Forces, Employer, or College is required stating dates of absence. Only whole calendar months will be refunded.

Vehicle being 'off the road' does not qualify for a refund. Vehicles that are also deemed Category C or D Write Off by an insurance company do not qualify for a refund as they can go back on the road.

Under current legislation, there is **no** provision for the granting of a refund where the **annual fee** for the vehicle licence (tax) is **less than €119 per annum**, as in the case of a Taxi Road Licence and Motor cycle Licence etc.

Refunds are generally calculated from the first day of the month following the date of destruction, theft, exportation etc.

PRIVACY STATEMENT

The Department of Transport, Tourism and Sport (DTTAS) requires customers to provide certain personal data in order to carry out our legislative and administrative functions. The Department will treat all information and personal data that you provide as confidential, in accordance with the General Data Protection Regulation and Data Protection legislation.

Your personal data may be exchanged with other Government Departments or agencies under the remit of DTTAS in accordance with law. Full details of the Department's data protection policy setting out how we will use your personal data as well as information regarding your rights as a data subject are available at www.dttas.gov.ie/dataprotection. Details of this policy are also available in hard copy upon request by emailing dataprotection@dttas.gov.ie or in writing to Data Protection Unit, Department of Transport, Tourism and Sport, Leeson Lane, Dublin 2 D02 TR60.