

# Refunds

All Refund Applications must be made on form RF120 (available from your local Motor Tax Office) and stamped at a Garda Station.

The Vehicle Licensing Certificate/Vehicle Registration Certificate/Log Book (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:

- a) For **Scrapped Vehicle** refunds, a Certificate of Destruction from an Authorised Scrap dealer **must** be presented, and you may be required to submit a letter from your insurance company confirming the date of the incident.
- b) For **Stolen Vehicles**, a letter from the insurance company confirming the registration of the vehicle, the date of the theft and that the vehicle remains unrecovered to date.
- c) For vehicles sent **permanently out of the State**, proof of exportation are needed from the country the vehicle was re-registered in e.g. exportation documents stating date and vehicle registration/re-registration documentation of vehicle.
- d) For vehicles not used because of **owner illness/injury**, a Medical Certificate of illness from a doctor is required for the period in question.
- e) For **Absence from the State**, a letter from Defence Forces, Employer, or College etc is required stating dates of absence.

In the case of a) and b), you may be required to submit a letter from your insurance company confirming the date of the incident.

## Vehicle being “off the road” does not qualify for a refund.

Vehicle not used since issue of disc qualifies only **immediately** after issue of disc.

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 €99 per annum**, as in the case of Taxi Road Licences and Motorcycle Licences etc.

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

If your application is accepted, we will send you a refund within 10 working days.

For more information or to request forms, contact us at the address below.

### For more information

Refunds Section  
Dublin City Council  
Motor Tax Office  
Block B  
Blackhall Walk  
Queen Street  
Dublin 7

**Opening hours** 9.30am to 3.30pm. Monday to Friday.

**Tel:** 01 222 8083    **Fax:** 01 872 3703