

STATE OF RHODE ISLAND



DIVISION OF MOTOR VEHICLES

CASHIERS OFFICE

600 New London Avenue

Cranston, RI 02920-3024

Phone: (401) 462-5721 Fax: (401) 462-1301

www.dmv.ri.gov

Date: _____

Application is hereby made for the refund in the amount of \$ _____, which was submitted to the Division of Motor Vehicles.

Registration plate number: _____

Registration plate type: _____

Driver's License number or CID number _____ State _____

Check which apply for the request of a refund being made to the Division of Motor Vehicles:

- Cancellation of registration with two (2) full years remaining on passenger vehicle.
- Cancellation of registration with one (1) full year remaining on a commercial or combination vehicle.
- Payment of registration renewal made twice (proof of payments required).
- Tow of vehicle.
- Registration not due for renewal.
- Other: _____

Complete this section as it should appear on refund check:

Printed name: _____

Signature: _____

Mailing address: _____

Street

City

State

Zip code

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Telephone number: () _____

Email address: _____ @ _____

(A telephone number and/or email address is recommended for the purpose of obtaining information needed to process refund)

Subscribed and sworn to before me this _____ day of _____ 20_____

Notary Public: _____

Commission expiration date: _____

Official use:

DMV employee signature: _____ **Initials:** _____

Date submitted to Cashier office: _____

Document(s) submitted with refund application:

- Cancellation of registration receipt**
- Copy of cashed check**
- Tow receipt**
- Court document**
- Other:**

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REFUND APPLICATION

Note: This application must be notarized.

Partial refunds and prorated refunds are no longer given as enacted by the General Assembly in August 2017.

Refunds may take up to three (3) months to receive.

A. Who qualifies for refund?

- Registered owner; or
- Surviving spouse (copy of the death certificate required); or
- Administrator or Executor (copy of Certificate of Appointment of the estate required)

B. When do you qualify for a refund?

- Cancellation of registration with two (2) full years remaining on passenger vehicle or one (1) full year remaining on commercial and combination vehicles.
- Overpayment of registration
- Tow of vehicle

C. If the vehicle is leased, the refund application must be completed by the leasing company. A refund check is issued in the name of the leasing company, unless a "Limited Power of Attorney" is accompanied with the application authorizing the customer to obtain the refund.

D. If the reason for refund is due to tow of vehicle, the tow receipt is required to be submitted with the refund application.