

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

Registration number grid

Make / Model

Colour(s)

Chassis Number

OWNER

Mr., Ms., etc.

Owner gender grid

First Name(s)

Owner first name grid

Surname OR Company Name

Owner surname/company name grid

Address

Address grid

Town / City

Town/city grid

County

County grid

Phone No.

Phone number grid

B. REASONS FOR REFUND

1. Vehicle Stolen

The vehicle was stolen on

Date grid for vehicle stolen

Checkbox for vehicle stolen

Day Month Year

and has not since been recovered

2. Vehicle Scrapped / Destroyed

The vehicle was scrapped completely and destroyed on and is incapable of being used on the roads

Date grid for vehicle scrapped

Checkbox for vehicle scrapped

Day Month Year

3. Vehicle Exported

The vehicle was sent permanently out of the state on

Date grid for vehicle exported

Checkbox for vehicle exported

Day Month Year

4. Vehicle Not Used

The vehicle has not been used in a public place at any time since the issue of the tax disc.

Checkbox for vehicle not used

*5. Vehicle not used because of Owner's Illness / injury

I, the owner of the vehicle have ceased to use it from

Date grid for illness/injury

Checkbox for illness/injury

Day Month Year

because of illness, injury or other physical disability and I will be unable to use until at least

Date grid for disability

Day Month Year

*6. Vehicle unused because the Owner absent from the State

I, the owner of the vehicle have ceased to use it from

Date grid for absent from state

Checkbox for absent from state

Day Month 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

Date grid for overseas service

Day Month Year

*7. Vehicle Duty Error

The duty was paid / overpaid by mistake in the following circumstances

Checkbox for duty error

Text area for duty error details

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.

D. FOR OFFICIAL USE ONLY

Signature of Owner:

Signature of Garda / Witness:

Date:

Garda Station Stamp area

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

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 D02 TR60.