



96-0353 R05/17 azdot.gov

Mail Drop 523M
ADOT-Refund Unit
PO Box 2100
Phoenix AZ 85001-2100

PLATE CREDIT REFUND REQUEST

- Please allow 3 to 6 weeks for processing
Apply online at www.servicearizona.com or
by Mail, or Fax: 602-712-7071 or
by Email: ADOT_PFTO_Refunds@azdot.gov

If you have questions call 602-712-8391

Form with fields: License Plate Number, Vehicle Identification Number, Year, Make, Customer Name/Lessee, AZ Driver License or EIN, Date of Birth, Address Where Refund Is To Be Mailed, City, State, Zip, Email

* This will not change your address on your MVD record.

In accordance with Arizona law, you are not eligible for a refund if you register the vehicle in another state.

- I certify that I no longer own this vehicle; it has been (check one, must complete Sold Notice below):
Sold or Traded-in
Transferred to another person
Lease ended and vehicle returned
Vehicle Totaled, Destroyed, or Stolen- Date of Loss:
(Complete the Sold notice with the Name of the Insurance Company)

SOLD NOTICE (must be completed in full) form with fields: Buyer/Lessor Name, Date Sold/ Transferred, Buyer/Lessor Street Address, City, State, Zip

You are required to destroy the license plate or turn it in to an MVD office or Authorized Third Party Office.

Personalized or Specialty plates do not have to be disposed of, but the month/year tab must be destroyed.

I request a refund of the remaining credit of eligible fees and taxes for the vehicle. I understand that there is a \$12.00 processing fee required by Arizona law, which will be deducted from any refund I receive.

I also understand that in case of multiple owner/lessees, the refund will be divided and distributed among all owner/lessees on the record.

Form with fields: Customer Signature, Date, Phone

If you were a lessee of the vehicle, your name must be recorded as lessee on the MVD vehicle record in order to have the refund issued in your name.

Once you have requested a refund, the plate indicated above will be removed from the vehicle record and will not be valid until properly re-registered. It is against the law to operate any motor vehicle on the public roads of this state without proper registration.

Refund Unit Use

Table with columns: TRP Hold, TRP Expiration, Logged, Date Trsfd, New Veh Reg'd, Credit Trsfd, Addt'l CR Amount, Misc, Letter E or M, Cr Ltr, No CR Trsfd, Date Received, Refund Amount