



Complete the relevant sections of this form and sign in Section 5 overleaf. Print clearly in ink using **BLOCK** letters.

Note: A refund cannot be processed for your driver's or vehicle licence if it is currently subject to a fine suspension, an outstanding vehicle transfer fee or transfer/plate penalty or if any debt under a Time to Pay arrangement with the Fines Enforcement Registry has not been cleared.

Postal Address: Driver and Vehicle Services, GPO Box R1290, Perth, WA 6844

SECTION 1 - APPLICANT DETAILS

FAMILY NAME/COMPANY NAME

FIRST NAME

OTHER NAME/S

DATE OF BIRTH

DRIVER'S LICENCE NUMBER

PHONE NUMBER

MOBILE NUMBER

EMAIL ADDRESS

POSTAL ADDRESS

SUBURB/COUNTRY

STATE

POST CODE

SECTION 2 - REFUND TYPE

DRIVER'S LICENCE VEHICLE LICENCE OTHER

SECTION 3 - VEHICLE DETAILS IF APPLICABLE

PLATE NUMBER

YEAR

MAKE

VIN/CHASSIS

SECTION 4 - REASON FOR REFUND

Vehicle plates surrendered

DATE PLATES RETURNED

OFFICE

IF ACCIDENT/STOLEN: DATE OF INCIDENT

If plates have been returned to another Australian licensing jurisdiction, the plate receipt must be attached to this form in order for a refund to be processed.

Note: If the vehicle has been sold to an interstate purchaser with the WA plates attached you will not be eligible for a refund. If the plates have been returned as a result of an accident or they have been stolen, please provide either:

- a letter from your insurer showing the plate number, date of incident and if the vehicle was a write-off; or
- a police report showing the plate number and date of incident; or
- an online crash report showing the plate number and date of incident.

SECTION 4 - CONTINUED

Concession

- Pensioner Concession Card (maximum rate*)
- Commonwealth Seniors Health Card (also requires WA Seniors Card)
- DVA Veteran Card (Gold) printed with TPI or EDA
- Letter from DVA certifying the applicant has been assessed at 60 or more impairment points under the *Military Rehabilitation and Compensation Act 2004* (MRCA)
- WA Seniors Card

CARD NUMBER

CARD GRANT DATE

CARD NUMBER

CARD GRANT DATE

If Concession Application (C1) form has not been completed please complete and attach to this form. The C1 can be downloaded online at www.transport.wa.gov.au/dvs.

DVA Veteran Card (Gold) concessions - a letter from Veterans' Affairs confirming the date of grant must also be presented.

*To be eligible for a 100% vehicle licence concession a letter from Department of Human Services (Centrelink) must be presented stating you are in receipt of maximum rate disability or carer pension or if the applicant was entitled to the maximum rate of Disability Support Pension prior to the Age Pension, a Concession Entitlement Verification (E113) form endorsed by Centrelink. A certified copy of both sides of the concession card is required if submitting this application by mail.

Deceased estate

NAME OF DECEASED

DATE DECEASED

DRIVER'S LICENCE NUMBER OF DECEASED

Attach certified copy of death certificate with this application form (a refund can only be issued to the estate of the deceased).

Driver's licence voluntary surrender

DATE SURRENDERED

OFFICE

If a 'Variation or Surrender of Driver's Licence Application' (E55) form has not been completed please complete and attach to this form.

The E55 can be downloaded online at www.transport.wa.gov.au/dvs.

SECTION 4 - CONTINUED

Deal cancelled

Applies to licensed motor vehicle dealer. Only applies to deals cancelled within 5 business days. Attach the original licence receipt and the following:

- A letter from the dealer principal stating the reason for refund, no benefit gained and prospective purchaser did not take delivery of the vehicle; and
- A letter from the prospective purchaser stating fees were paid by the dealer, no benefit gained and delivery of vehicle was not taken.

Incorrect payment

PAYMENT DATE

/ /

RECEIPT NUMBER

Attach original receipt or bank statement showing payment details and complete details of the error in section 6.

Other refund type

REFUND TYPE - PLEASE COMPLETE SECTION 6 WITH FULL DETAILS

SECTION 5 - CLAIMANT'S SIGNATURE

I declare that the information on this form is true and correct.

I understand that under the *Road Traffic (Administration) Act 2008*, it is an offence to provide false or misleading information.

SIGNATURE

DATE

/ /

If you are submitting this application on behalf of the claimant, complete this section.

AGENT'S NAME

AGENT'S SIGNATURE

DATE

/ /

SECTION 6 - FURTHER DETAILS

Use this section if additional space is required or you are requested to do so.

PAYMENT RECEIPT NUMBER

PAYMENT TYPE

DATE

/ /

I certify the details on this application have been verified as correct and all required paperwork is attached.

OFFICER NAME

OFFICER SIGNATURE

SITE

DATE

/ /

PENDING AMOUNTS

Relevant records have been checked and updated	<input type="checkbox"/>
Relevant documents attached.	<input type="checkbox"/>
Vehicle or Driver's Licence is not subject to fine suspension.	<input type="checkbox"/>
Vehicle does not have an outstanding Transfer or Transfer/Plate penalty.	<input type="checkbox"/>

DATE

/ /

RECEIVING OFFICER SIGNATURE