

# Refund Application

ALL SECTIONS OF THIS APPLICATION, INCLUDING A DETAILED EXPLANATION FOR THE REASON FOR REFUND,  
MUST BE COMPLETED TO PROCESS YOUR REQUEST. PLEASE TYPE OR PRINT ALL INFORMATION.  
SEE BACK OF REFUND APPLICATION FOR ADDITIONAL INFORMATION.

APPLICANT	Last Name / Business Name	First Name	Middle Initial	
	Street Address	City	State	Zip Code
	NJ Driver License Number / Corp Code	License Plate Number	Daytime Phone or Cell Number	

TYPE AND REASON FOR REFUND	An application is made for a refund of motor vehicle fees for the following reason:	
	<input type="checkbox"/> A. Initial Plates	<input type="checkbox"/> D. Sold Vehicle
	<input type="checkbox"/> B. Paid Twice for:	<input type="checkbox"/> E. PAAD, Lifeline or SSI
	<input type="checkbox"/> Registration; Amount Paid: \$ _____	<input type="checkbox"/> F. Dealer Error
	<input type="checkbox"/> Driver License; Amount Paid: \$ _____	
	<input type="checkbox"/> C. Overpayment for another reason; give details below <i>(if additional space is needed, attach another sheet:)</i>	
	_____	
	_____	
	_____	
	_____	

I hereby certify that the above information is true and correct. I am aware that if the foregoing statements made by me are willfully false, I am subject to administrative, civil or criminal penalty.

Applicant Name (PRINT)	Applicant Signature	Date
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**FOR OFFICIAL MVC USE**

Approved amount: \$ \_\_\_\_\_ MVC Initials: \_\_\_\_\_ Date: \_\_\_\_\_

Reason: Rejected / Denied: \_\_\_\_\_

\_\_\_\_\_

## Refund Information

The information listed below outlines instances when the NJMVC can or cannot issue a refund. Please thoroughly review the information below. Only apply for a refund if you meet the criteria under "Refundable Transactions."

All refund requests must be submitted with proper documentation and a completed Refund Application, RU-9 (R12/18).

**Unless another time period is specified, refund applications must be submitted within 90 days of the initial transaction date.** Additional documentation may be requested.

### Refundable Transactions

- Fees were paid twice for the same document/transaction.
- Overpayment of a fee includes Pharmaceutical Assistance to the Aged and Disabled (PAAD), Lifeline or SSI recipient.
- Initial/new license plates and registration were purchased. The original registration and a copy of the surrendered plate receipt **must** be included with the refund application. Plates **must** be surrendered at an NJMVC agency. Applications **must** be submitted within **30 days** of the registration issuance.
- Vehicle was sold or registered out of state after the registration was renewed. The vehicle must have been sold or registered out of state before the new registration year went into effect. **EXAMPLE:** An owner renews a vehicle registration for September but sells the vehicle on or before September 30. Plates **must** be surrendered at an NJMVC agency. A copy of the surrendered plate receipt, original NJ registration and a copy of the out-of-state registration must be submitted to the Refund Unit.
- The dealer purchased initial license plates and registration instead of transferring the existing license plates and the equity remaining on the registration certificate. A copy of the surrendered plate receipt, the original incorrect registration, a copy of the correct registration and a letter from the dealer explaining the error **must** be included with the refund application.
- A 4-year trailer registration has unused full years. License plates must be surrendered at an NJMVC agency. A copy of the surrendered plate receipt and original registration must be submitted to the Refund Unit.
- Vehicle is registered in another state or country during the remaining months of registration for a U.S. military member. A copy of the out of state registration, copy of military orders and the original NJ registration must be submitted to the Refund Unit.

### Non-refundable Transactions

- Refunds are not issued for any unused months/years remaining on a driver license.
- Refunds are not issued for any unused months/years remaining on a registration (unless one of the above criteria is met).
- Refunds are not issued for any temporary registration.
- Refunds are not issued when registration/plates cannot be transferred between vehicle types. **EXAMPLE:** Equity remaining in a passenger vehicle registration cannot be transferred to a truck, van or commercial vehicle or vice-versa. There is no refund for the plates and registration that were assigned to the first vehicle.
- Sales tax refunds are only handled by:  
NJ Division of Taxation, 50 Barrack Street, Trenton, NJ 08646  
The division can be contacted at (609) 292-6400.  
Please do not contact the **New Jersey Motor Vehicle Commission** for sales tax refunds.
- Refunds are not issued for initial license plate and registration fees when purchasing special or personalized license plates. The fee for the special or personalized license plates is in addition to the registration fee; special or personalized plates are always replacements for the initial standard license plates.
- Refunds are not issued for the photo portion of any driver license or identification card fee.
- Refunds are not issued for permits.