

KANSAS VEHICLE REGISTRATION / TAX REFUND WORKSHEET

The Treasurer's Office primary goal is to return a tax/tag refund check to you as quickly and as accurately as possible. To accomplish this, your cooperation in fully providing the requested information is required.

All of the following items/information must be submitted together for a refund to be processed.

- 1. Your unexpired Kansas License Plate.
- 2. The Current Registration Receipt (if you do not have the current original registration receipt, enclose \$.50 for a duplicate registration).
- 3. Individual owner's Social Security Number; or if a business, the company's Federal Tax Identification Number and signature:

Signature

Social Security/Federal ID Number

- 4. Date you sold or transferred your vehicle:

- 5. Name and complete mailing address of the person who purchased your vehicle:

- 6. The mailing address where your refund check is to be mailed:

- 7. Your daytime telephone number:_____

- 8. Kansas statute allows for a refund of the unused portion of the motor vehicle taxes if the resident of Kansas has established residence in another state.

The following additional items are needed to process:

- 1. A copy of the applicant's current out of state Driver's License
- 2. A copy of the applicant's current out of state resigtration.
- () 3. If the state you are currently residing in required that you surrender your Kansas license plate, please check the space to the left.

A properly executed POWER OF ATTORNEY is required if the applicant for refund is not named on the vehicle title, or if the worksheet is not signed by the vehicle owner.

Upon receipt of the completed application and supporting documents, your refund will be mailed directly from the County Treasurer. Large truck refunds are mailed from the Kansas Department of Revenue and may take up to 6 weeks.

Refunds are calculated from the date your application is received in our office, not the date of sale. To maximize your refund, applications should be made prior to the last working day of the month that the vehicle was sold.