



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**. Plate Number _____
2. The **Current Registration** Receipt. If you do not have the current original registration receipt, **enclose \$1.00** for a duplicate registration (If this is a lease vehicle, a copy of your canceled tax/tag payment check, or your credit card receipt for payment, or a copy of your lease agreement showing who is responsible for payment is required).
3. Date you sold or transferred your vehicle: _____
4. Name and complete mailing address of the person/company who purchased your vehicle:

5. The mailing address where your refund check is to be mailed: **MUST BE CURRENT**

6. Your daytime telephone number : _____

If it is determined that the sale did not consummate, I agree to make prompt and complete restitution of all refund amounts to the Sedgwick County Treasurer.

Signature of Vehicle Owner

Social Security / Federal ID Number

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

Upon receipt of the completed application and supporting documents, your refund will be mailed within **30 working days** directly from the County Treasurer. Large truck refunds are mailed from the Kansas Department of Revenue and may take up to 6 weeks.

Pursuant to K.S.A. 79-5107, Refunds are calculated from the date your application is processed in our office, not the date of sale. To maximize your refund, application should be made prior to the last working day of the month the vehicle was sold. Refunds of less than Five Dollars (\$5.00) are prohibited by Kansas Law.

Send completed form to:

Refund Desk, Sedgwick County Treasurer, PO Box 2909, Wichita, KS 67201-2903