



DOUGLAS COUNTY TREASURER

Adam T. Rains, Treasurer

2601 W 6th St.
Lawrence, KS 66049

785-832-5273
www.dgcoks.gov

REFUND WORKSHEET

Please return/complete the following to apply for a refund of the unused portion of motor vehicle taxes and registration fees on the vehicle that you have sold:

1. The current Kansas registration. If you do not have it, please send a check made payable to Douglas County Treasurer in the amount of \$1.00 for a reprint.

2. The Kansas license plate and current decal
(trailer, non-RV, and moped registrations are not eligible for refunds)

Plate number: _____ Vehicle Year: _____ Make: _____

3. Address where the refund check is to be mailed:

4. Mobile Phone: _____

5. Social Security Number: _____

6. Signature(s): _____

7. Printed Name(s): _____

ALL Signatures are required if the names are joined by “AND” on the Kansas Registration

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, this 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.

Missing or incomplete information/documents will delay and/or reduce your refund amount.

Pursuant to K.S.A. 79-2011, if delinquent personal property tax and/or delinquent real estate tax are due, the County Treasurer’s Office will apply refund amount to those taxes and a refund check for any remaining refund above \$5.00 will be issued to you.

***Please note:** If you have moved out of state, registered this vehicle in your new state, and are requesting a refund of the unused personal property taxes, all of the above are required **PLUS** copies of your out of state Driver’s License and out of state Registration.

Send completed form and required materials to Douglas County Treasurer PO Box 884 Lawrence, KS 66044