

# Vehicle Tax Refund Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To Whom It May Concern,

I am writing to formally request a refund for the vehicle tax payment I made on [Insert Date of Payment] in the amount of [Insert Amount]. This payment was made in error as I no longer own the vehicle associated with this payment.

Details of the Vehicle:

- Vehicle Make: [Insert Make]
- Vehicle Model: [Insert Model]
- Vehicle Year: [Insert Year]
- VIN: [Insert VIN]

Attached are the supporting documents, including the payment receipt and proof of vehicle ownership transfer.

I kindly request that you process my refund at your earliest convenience. Should you need any further information, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]