

# Florida

## Department of Highway Safety and Motor Vehicles

### *Division of Motorist Services*

<b>PROCEDURE</b>	<b>SUBJECT:</b>	
RS-65	REFUNDS FOR LICENSE PLATES, DECALS OR INITIAL REGISTRATION FEES	
<b>DESCRIPTION AND USE:</b>		
THIS PROCEDURE PROVIDES INFORMATION AND INSTRUCTIONS TO <b><u>ASSIST</u></b> TAX COLLECTOR EMPLOYEES, LICENSE PLATE AGENTS AND THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES FOR THE REFUND OF FEES FOR LICENSE PLATES, DECALS AND INITIAL REGISTRATIONS.		
<p>I.      PROVISIONS OF LAW:</p> <p style="margin-left: 40px;"><a href="#">Section 215.26 (2), Florida Statutes</a>, provides that an applicant must apply for a refund within 3 years after the right to the refund has accrued or else the right is barred.</p> <p style="margin-left: 40px;"><a href="#">Section 320.072 (3), Florida Statutes</a>, authorizes a refund to anyone who, within 3 months of paying the initial registration fee, sells, transfers or otherwise disposes of a motor vehicle as defined in section 320.08(2), (3), or (9)(c) or (d). <b><u>A person requesting a refund must present proof of having paid the fee pursuant to subsection (1) and must surrender the license plate of the disposed-of vehicle.</u></b></p> <p style="margin-left: 40px;"><a href="#">Section 320.15 (2), Florida Statutes</a>, provides that a motor vehicle registrant who renewed a motor vehicle registration during the advance renewal period pursuant to s. 320.071, F.S., and surrenders the license plate for the vehicle before the end of the renewal period, (for a natural person, at midnight on the owner’s birthday) may apply for a refund of license taxes assessed in s. 320.08, Florida Statutes.</p> <p>II.     REFUNDS:</p> <p style="margin-left: 20px;">A.      The license tax paid on a motor vehicle, vessel, or mobile home may be refunded only if one of the following circumstances applies:</p> <p style="margin-left: 40px;">1.      The license plate or vessel/mobile home decal has been surrendered to the tax collector, license plate agency or the department <b><u>before</u></b> the effective date of registration.</p>		
<b>Revision(s) to this Procedure: Statutory review, added links to Statutes, Historical Revisions section, Added bullet #5 in Section IIA Refunds, and bullet D in Section III MISCELLANEOUS.</b>		
<b>EFFECTIVE DATE</b>	<b>REVISION DATE</b>	<b>PAGE #</b>
Immediately	10/18/18	RS-65-01

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**Example:** The registrant's birthday is 10-15-12. The registrant renews the registration early during the advance renewal period on 08-01-12. The registrant surrenders the license plate on 10-05-12, prior to the end of the renewal period, which is midnight on the registrant's birthday. In this instance, the registrant would be due a refund less any applicable service fees.

In the above example, if the owner renewed the vehicle for a two-year period, the full two-year fees, less any applicable service fees, would be refunded.

2. Two registrations were issued on the same motor vehicle, mobile home or vessel during the same registration period.

**Example:** A mobile home decal was purchased 12-31-17 for the registration year ending **2018**. On 03-08-18 the mobile home owner presented documentation (DR-402) processed by the county property appraiser's office that showed the mobile home was declared real property for the year 2018 and purchased a Real Property Decal. The registrant would be due a full refund on the mobile home (MH) decal, less any applicable service fees.

3. A refund of the Initial Registration Fee may be granted to the owner of a motor vehicle who, within 3 months of paying the fee, sells, transfers or otherwise disposes of a motor vehicle registered in their name and surrenders the license plate of the disposed vehicle.

**Example:** The Initial Registration Fee was paid on 07-12-17, and the motor vehicle was sold on 08-15-17.

4. An error was made when the registration transaction was originally processed causing incorrect fees to be charged or an incorrect motor vehicle to be renewed.

5. A new license plate and decal was issued when a current license plate was available for transfer.

**Example:** Customer purchased a new vehicle and was charged for new plate and decal, when the customer had a plate in FRVIS available for transfer.

- B. When a customer qualifies for a refund as outlined in Section II, the following is required:

1. Form [HSMV 83363](#), Application for License Plate/Vessel Registration or Decal Refund, properly completed and submitted to:

**Bureau of Accounting**  
Refund Section, MS# 63  
2900 Apalachee Parkway  
Tallahassee, Florida 32399-0624

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- 2. The license plate and/or decal and registration must be submitted with the application. If the license plate and/or decal and registration have been surrendered to a tax collector's office or license plate agency, **Section IV. Tax Collector Use Only, must be completed on form HSMV 83363.**
  
- C. When applying for a refund of the Initial Registration Fee, the following is required:
  - 1. Form HSMV 83363, properly completed and submitted to:

**Bureau of Accounting**  
Refund Section, MS# 63  
2900 Apalachee Parkway  
Tallahassee, Florida 32399-0624
  - 2. A copy of the motor vehicle registration, MVR Report or FRVIS screen print indicating the Initial Registration Fee was paid.
  - 3. A bill of sale or a copy of the front and back of title indicating the motor vehicle has been transferred. The bill of sale must contain a complete description of the motor vehicle to include the vehicle identification number, year, make, color, selling price and signatures of the seller and purchaser.
  - 4. The license plate and registration of the vehicle being disposed of must be submitted with the application. If the license plate and registration have been surrendered **to a tax collector's office or license plate agency, Section IV. Tax Collector Use Only, must be completed on form HSMV 83363.**
  
- III. MISCELLANEOUS:
  - A. If a license plate is surrendered after the **end of the renewal period (for a natural person, at midnight on the owner's birthday)**, the owner is not entitled to a refund. However, if a replacement vehicle is purchased **before** the expiration date of the surrendered plate, the owner may replace the plate and transfer it to the newly acquired vehicle, **registration credit will be given for the remaining months.**
  - B. If the license plate/decal is submitted for cancellation, the original application for refund, signed by the owner, may be scanned and submitted via email by tax collector personnel to [mvrefunds@flhsmv.gov](mailto:mvrefunds@flhsmv.gov). All required documents must be included with the application.
  - C. When a license plate/decal is surrendered to a tax collector or license plate agency, FRVIS must be updated to reflect this. The customer should be provided with the registration showing the license plate was surrendered. (Refer to [RS-43](#) for additional information.)

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- D. If a customer does a biennial registration and surrenders the plate after the effective date of the registration (midnight of owner's birthday , and states they want to be refunded for unused time of the registration , no refund can be issued. There are no provisions for prorated refunds.**

**Historical Revisions:**

**10-4-12 Added new statute information, revised Section II A. 1 Example and Misc. item A with renewal period/refund information, and updated Bureau name for refunds.**