

# ARE YOU ELIGIBLE TO RECEIVE A CREDIT VOUCHER?

(EFFECTIVE 1 JANUARY 2005)

1. THE REGISTERED OWNER OF THE SOLD, TRADED, STOLEN (without recovery), WRECKED (total loss), MOVED OUT OF STATE PERMANENTLY OR OTHERWISE DISPOSED-OF VEHICLE MUST BE PRESENT AND SHOW A STATE ISSUED DRIVERS LICENSE. THE REGISTERED OWNER MUST PRESENT DOCUMENTED PROOF OF THE LOSS, THEFT OR DISPOSAL OF THE VEHICLE, AND CLAIM THE VOUCHER WITHIN 12 MONTHS OF THE DATE THE VEHICLE WAS SOLD, TRADED, OR OTHERWISE DISPOSED.
2. THE CREDIT VOUCHER MUST BE USED AT THE TIME OF ISSUANCE.
3. AFTER APPLYING THE CREDIT VOUCHER, ANY REMAINING BALANCE WILL CREATE A "RECEIPT FOR CREDIT." THE OWNER OF THE "RECEIPT FOR CREDIT" WILL RECEIVE A REFUND CHECK NO LATER THAN THE 20<sup>TH</sup> OF THE MONTH FOLLOWING THE MONTH THE "RECEIPT FOR CREDIT" WAS ISSUED. THE REFUND WILL NOT BE PROCESSED AT THE TIME OF THE TRANSACTION.
4. THERE IS A \$2.00 HANDLING FEE FOR APPLYING THE CREDIT VOUCHER TOWARDS THE MOTOR VEHICLE AD VALOREM TAXES; AND, A \$2.00 FEE ASSESSED FOR PROCESSING THE REFUND.
5. CREDIT VOUCHERS APPLY ONLY TO PAYMENT OF MOTOR VEHICLE AD VALOREM TAXES DUE. CREDIT VOUCHERS CANNOT PAY REGISTRATION (TAG) FEE, SALES TAX, PENALTY, INTEREST OR ANY ADDITIONAL FEE THAT MAY BE DUE.
6. CREDIT VOUCHERS ARE NOT REDEEMABLE, WHEN RENEWING TAGS, USING THE INTERNET OR THROUGH THE MAIL. THE CLERK MUST RECEIVE THE ORIGINAL CREDIT VOUCHER AT THE TIME THE TAG IS RENEWED. **A CREDIT VOUCHER CANNOT BE HONORED AFTER THE TAG HAS BEEN RENEWED.** IT WILL BE TREATED AS A RECEIPT FOR CREDIT.
7. CREDIT VOUCHERS ARE TRANSFERABLE, BY THE OWNER OF THE CREDIT VOUCHER, TO A FAMILY MEMBER.
8. IF THE OWNER IS DECEASED, THOSE PARTIES TO WHOM THE CREDIT VOUCHER COULD HAVE BEEN TRANSFERRED MAY REDEEM THE CREDIT VOUCHER BY SHOWING A DEATH CERTIFICATE AND FURNISHING PROOF OF THE RELATIONSHIP BETWEEN THE PARTIES.