Lodge this form at any Service SA Centre.


Post to: Service SA, Customer Service Section, GPO Box 1533, Adelaide SA 5001

1. ABOUT THE OWNER
Please write clearly in BLOCK LETTERS

<table>
<thead>
<tr>
<th>SURNAME/ BODY CORPORATE NAME</th>
<th>GIVEN NAMES</th>
<th>LICENCE/ CLIENT NUMBER</th>
</tr>
</thead>
</table>

Residential (Home)/Business Address

<table>
<thead>
<tr>
<th>NUMBER AND STREET</th>
<th>SUBURB/TOWN</th>
<th>POSTCODE</th>
</tr>
</thead>
</table>

Postal Address (if different to above address)

<table>
<thead>
<tr>
<th>NUMBER AND STREET</th>
<th>SUBURB/TOWN</th>
<th>POSTCODE</th>
</tr>
</thead>
</table>

YOUR DAYTIME PHONE NUMBER (only if convenient)

2. ABOUT THE VEHICLE

Make

Engine Number

Plate Number

Body

Registration Label Number (FIRS vehicles only)

Plate(s) surrendered

Unregistered Vehicle Permit Number

With this application

Yes No If Yes, One or Two

3. APPLICATION FOR REFUND

I hereby apply for refund of the unexpired portion of Registration and Compulsory Third Party Insurance for the vehicle described above.

(see other side for refund details)

• The vehicle has been (laid up, stolen, written-off etc.)

• If vehicle is written-off, has the Registrar of Motor Vehicles been advised? Yes No

If you answered No and the vehicle is a Notifiable Vehicle, you must complete a ‘Notification of a Written-Off Vehicle’.

PERSONAL SIGNATURE OF REGISTERED OWNER/OPERATOR

4. EVIDENCE OF LABEL (FIRS vehicles only)/PERMIT DESTRUCTION

N.B. You must have the appropriate section below completed by an authorised Officer from a Service SA Centre, a Justice of the Peace, or a Police Officer.

• LABEL / PERMIT HAS NOT BEEN DESTROYED

PLEASE NOTE:- It is essential that details of the registration label or permit be noted prior to its destruction. This is to ensure that the label or permit is clearly identified.

CERTIFICATE OF DESTRUCTION OF A REGISTRATION LABEL OR PERMIT

DO NOT sign this form unless you ACTUALLY WITNESSED the destruction of the label or permit.

PLATE NUMBER

EXPIRY DATE

LABEL/ PERMIT NUMBER

DATE DESTROYED

SIGNATURE OF WITNESS

CAPACITY

OF WITNESS

DATE

• LABEL / PERMIT HAS ALREADY BEEN DESTROYED

CONFIRMATION OF DESTRUCTION OF A REGISTRATION LABEL OR PERMIT

I hereby certify that I have this day inspected the vehicle described above and am satisfied that any registration label or permit which may have been attached to the vehicle has been completely removed or destroyed.

SIGNATURE OF WITNESS

CAPACITY

OF WITNESS

DATE

• VEHICLE HAS BEEN STOLEN

The vehicle was stolen on:-

Report or Reference Number

Has the vehicle been recovered Yes No

SIGNATURE OF APPROVED CUSTOMER SERVICE CENTRE OFFICER

DATE

ISMF Classification when complete – SENSITIVE: PERSONAL – I3 – A3
HOW TO CANCEL THE REGISTRATION ON YOUR MOTOR VEHICLE

To cancel a South Australian registration you must provide a Service SA Centre with evidence of the TOTAL destruction of the current registration label (FIRS vehicles only) or permit. The destruction MUST be witnessed by a JUSTICE OF THE PEACE, a POLICE OFFICER or an OFFICER from a SERVICE SA CENTRE.

The return of number plates is NOT sufficient evidence for cancellation of a South Australian registration. If your vehicle has now been registered interstate you may forward a COPY OF THE INTERSTATE CERTIFICATE OF REGISTRATION instead of label destruction evidence.

SURRENDER OF NUMBER PLATES

• In most cases, the number plate(s) must be surrendered with this application. Penalties for failure to surrender plates can be $2,500. For exceptions, ask a Service SA Centre Officer or contact a Service SA Centre on telephone 13 10 84.

LABEL/PERMIT HAS NOT BEEN DESTROYED

• If the label or permit has not been destroyed, you should arrange for its destruction in the presence of one of the above mentioned authorised persons. The “LABEL HAS NOT BEEN DESTROYED” section on the front of this form should be completed and signed by the witness. Alternatively, the registration label or permit may be returned intact affixed to this completed application.

LABEL/PERMIT HAS ALREADY BEEN DESTROYED

• If the label or permit has already been destroyed without being witnessed, you should have your vehicle inspected by an authorised person (see above). The “LABEL HAS ALREADY BEEN DESTROYED” section on the front of this form should be completed and signed by the witness. If the vehicle is unable to be inspected by the appropriate witness, you should complete the Statutory Declaration at the bottom of this form, confirming destruction of the registration label or permit.

STOLEN VEHICLE

• If your vehicle has been stolen, the “VEHICLE HAS BEEN STOLEN” section on the front of this form must be COMPLETED AND AUTHORISED BY AN APPROVED SERVICE SA CENTRE OFFICER.

REFUNDS

• A refund is calculated on your vehicle's annual registration fee.
• A pro-rata refund is provided on the Compulsory Third Party Insurance premium.
• A cancellation fee is deducted from any refund due.
• All refunds will be forwarded by cheque.
• A refund will not be issued on the cancellation of an Unregistered Vehicle Permit.
• No refund is issued on the stamp duty on the Compulsory Third Party insurance or the Emergency Services Levy.
• The Administration fee charged for a renewal of registration or a new registration is not refundable.

WRECKED AND WRITTEN-OFF VEHICLES

Notifiable Vehicle
Is a vehicle less than 15 years old at the time declared to be a write-off and is a motor vehicle with GVM not greater than 4.5 tonnes, a motorbike, a caravan or a trailer with a GVM greater than 4.5 tonnes.

Written-off Vehicle
Is a vehicle that has been damaged by accident, collision, demolition, dismantling, fire, flood, trespass or other event to the extent that its fair salvage value, when added to the cost of repairing it for use on a road or road related area, would be more than its fair market value immediately before the event that caused the damage or it is to be, or has been, wrecked, or sold or acquired for wrecking or disassembling for salvage.

(Refer Motor Vehicles Act, 1959 for a more detailed definition)

OATHS ACT, 1936 - 1969

STATUTORY DECLARATION

I............................................................................................................

(Full Name)

............................................................................................................

(Address)

In the State of South Australia, do solemnly and sincerely declare that:

............................................................................................................

............................................................................................................

............................................................................................................

............................................................................................................

............................................................................................................

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act, 1936 - 1969. Personal signature..........................................................Declared and subscribed at.......................................................... in the State by the said.......................................................... Dated this..........................................................day of..........................................................year.

Before me -

..........................................................JP

NOTE - This Declaration must be signed before a Justice of the Peace, a Commissioner for Taking Affidavits, or a Notary Public. Any alteration made must be initialled by both the applicant and the Justice of the Peace.