



Motor Vehicle Division

Mail Drop 543M
ServiceArizona Refund Center
Motor Vehicle Division
PO Box 2100
Phoenix AZ 85001
602-712-4039

SERVICEARIZONA MACHINE (SAM) REFUND REQUEST

96-0232 R11/10 www.azdot.gov

Payment Type	
<input type="checkbox"/> Credit/Debit Card –	Credit/Debit Card refunds must be processed by the customer directly with the ServiceArizona Refund Center. Call the number above to request a refund.
<input type="checkbox"/> Check <input type="checkbox"/> Cash	Complete this form and return it to the greeter, to request a refund.

Payment Amount \$	Refund Amount \$
Refund Reason (check one)	
<input type="checkbox"/> Request one year not two year registration	<input type="checkbox"/> Waive penalty, attach required documents
<input type="checkbox"/> Request one year not five year registration	<input type="checkbox"/> Change not correct or change not given, explain below
<input type="checkbox"/> Request two year not five year registration	<input type="checkbox"/> MVD error, explain below
<input type="checkbox"/> Canceled transaction, attach registration/tab	<input type="checkbox"/> Power outage, explain below
<input type="checkbox"/> Exemption, attach exemption form	<input type="checkbox"/> Other, explain below

Explain What Happened

Vehicle Owner Name (first, middle, last, suffix)		Phone Number ()
Plate Number	Record Number (on vehicle registration)	

Refund requests are typically researched and processed within two weeks. If after two weeks, you have not received your refund or been contacted about your refund, please call the number above to ask about the status of your request.

Customer Signature	Date
--------------------	------

MVD Use	Received By	SAM Office Location	Tran Date/Approx. Time
----------------	-------------	---------------------	------------------------