

DETAILS OF APPLICANT

Surname:		Given name:	
Organisation Name <i>(if applicable)</i>		Date of Birth: day / month / year	
Postal address:			
Suburb:		State:	Postcode:
Contact number:	Email address:		

BANK DETAILS

Cheque: Please arrange for the refund to be sent to the address details as listed above

EFT: Please arrange for a refund to be deposited into the nominated bank account detailed below:

Bank account name:

BSB:	Account number:
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REFUND DETAILS

Boat Licence Refunds

Boat Driver Licence number:

Claiming a concession refund - *copy of your Pensioner Concession Card (both sides)*

Cancellation, boat licence obtained in another State/Territory - *copy of your interstate marine licence or confirmation letter from the state/territory*

Death of licensee - *Copy of Death Certificate (or other acceptable proof of death). Please note: Deceased estate refunds will only be issued as a cheque made payable to 'The Estate of the Late...'. EFT Refunds are not available.*

Cancellation on medical advice - *statement or certificate from a medical professional/doctor and the surrender of your Boat Licence Card to RMS or Service NSW*

Licence downgraded from Personal Watercraft Licence (PWC) to General Boating Licence (GBL) - *surrender of your PWC Licence Card to RMS or Service NSW*

Overpayment of licence fees - *copy of the receipt/payment or statement from a financial institute showing the overpaid amount*

Cancellation, boat licence no longer required - *surrender of your Boat Licence Card to RMS or Service NSW*

Vessel Registration Refunds

Vessel Registration number:

Claiming a concession refund - *copy of your Pensioner Concession Card (both sides)*

Cancellation, vessel removed from NSW waters - *Copy of your interstate vessel registration or confirmation letter from the other state/territory.*
If you have never held a boat licence or vessel registration in NSW, you must include a certified copy of your Proof of Identity (POI). Please see <http://www.rms.nsw.gov.au/maritime/licence/poi.html> for acceptable POI documents

Cancellation, vessel reported stolen - *copy of the insurance claim or Police Event number for the incident*

Cancellation, vessel lost - *statutory declaration with details of the circumstances or a copy of the insurance claim deeming the vessel a total loss*

Cancellation, vessel destroyed - *statutory declaration with details of the circumstances for the vessel being destroyed or a copy of the insurance claim deeming the vessel a total loss*

Overpayment of registration fees- *copy of the receipt/payment or statement from a financial institute showing the overpaid amount*

Vessel sold - NO REFUND APPLIES

REFUND DETAILS *continued*

Vessel Registration Refunds *continued*

Cancellation, vessel registration no longer required - NO REFUND APPLIES

Maritime Products returned eg registration numbers/stickers - NO REFUND APPLIES

Mooring Refunds

Mooring site number:

Application number:

Claiming a concession refund - *copy of your Pensioner Concession Card (both sides)*

Private Mooring Priority Wait List cancellations - *No other documentation required*

Private Mooring Licence cancellations - *No other documentation required*

Other Maritime Refunds

Please specify below the reasons for requesting a Maritime Refund, if not listed above

DECLARATION AND PRIVACY STATEMENT

I have included the relevant documents to support this refund request. I understand that no refund is guaranteed and that my request will be considered on the basis of the information that I have supplied. I declare that I am authorised to apply for this refund and that the information supplied is true and complete. I acknowledge that I have read and understood "[Proving your Identity](http://www.rms.nsw.gov.au/maritime/licence/poi.html)"* in the Maritime section (licence sub-section) of the Roads and Maritime Services website, including "Use of Personal Information Under the *Privacy Act – 1998*", and agree that my personal information may be disclosed to the persons/agencies listed.

Applicant's Signature:

Date:

*<http://www.rms.nsw.gov.au/maritime/licence/poi.html>

PLEASE SUBMIT COMPLETED FORM TO:

Mail: Maritime Product Services
Roads and Maritime Services
Locked Bag 5100
Camperdown NSW 1450

Email: MPS@rms.nsw.gov.au

OFFICE USE

Officer's name

Officer's location:

Refund reference number:

Date:

day

month

year