

How to fill out VR-021 — Application for Registration Plate Refund

The claim for the unused part of a registration, and it is worth reading the eligibility rules before filling it in because most sellers fail them. Maryland registers vehicles two years at a time, so a plate handed back in its first few months can be worth real money - and a plate handed back in its final year is worth nothing at all.

This sheet is not the form. Download the blank VR-021 from the Maryland Motor Vehicle Administration at <https://mva.maryland.gov/media/220?f=VR-021.pdf> — always take the current revision from the agency rather than a copy. Print this and keep it beside you while you complete theirs.

Every line, in the order you meet it

1	YOU	Owner's Driver's License Number	First box on the sheet, before the name. Watch out: The MVA matches the refund to a person, not to a plate. A licence number that does not match the registration record is the fastest way to have this come back.
2	YOU	First Name, Middle Name, Last Name	Three separate boxes rather than one. The MVA wants them apart. Watch out: Use the name the registration is in. If it changed since - marriage, divorce - the record has to be corrected first, which is a VR-448 rather than a note in the margin.
3	YOU	Vehicle Identification Number and Vehicle Title Number	Two boxes on the vehicle row, with the make and year beside them. Watch out: Both are on the registration card, which is worth photographing before it goes in the envelope with the plates.
4	YOU	Tag Number and Sticker Number	The plate number and the number printed on the validation sticker. Watch out: If the sticker was never applied and is still in its envelope, say so and enclose it - that is the one case where a full refund is possible.
5	YOU	Expiration (Month/Year)	The month and year the registration runs out, from the sticker or the registration card. Watch out: Work out the gap before you post this. Less than twelve months from today and there is no refund to claim, whatever else is true.
6	YOU	Mailing Address	Street, city, state and ZIP, in the block above the phone number. Watch out: The cheque goes here and nowhere else. If you are moving house in the same season, this is the box to think about twice.
7	YOU	Owner's Signature and Date	The last row. A co-owner signs alongside where the registration named two people. Watch out: Where the registered owner has died, a copy of the letters of administration goes in with it - the form says so in a footnote directly under the signature line.

What gets this one rejected

- A registration with less than a full year left on it, unless the sticker is coming back unused in its envelope.
- An application with no cancellation receipt, no copy of the registration card and no stickers attached to it.
- An unpaid obligation to the MVA sitting on the record, which has to be cleared before a refund is processed.
- A deceased owner's application without letters of administration, which the footnote asks for specifically.
- A mailing address that is no longer good. The cheque goes to the address on this form and it comes from Annapolis rather than from the MVA.
- Sending it separately from the plates, when the MVA's own guidance is to include it with the license plates you are returning.

☒ Amber is what you write ☐ Grey is a block somebody else completes The completed example follows overleaf.



6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062

VR-021 (07-23)

Application for Registration Plate Refund

Please complete application in it's entirety and submit completed application with a copy of the registration card, registration cancellation receipt, and/or unused stickers.

Owner's Driver's License Number P-641-208-573-914	First Name Rosalind	Middle Name Tamsin	Last Name Purnell
Co-Owner's Driver's License Number	First Name	Middle Name	Last Name
Vehicle Identification Number JM3KFBCM0M0357418	Vehicle Title Number 41027365	Make Mazda	Year 2021
Tag Number 8DM3417	Sticker Number 2846013		Expiration (Month/Year) 04/2028
Mailing Address 812 Snow Hill Rd		City Salisbury	State MD Zip Code 21804
Telephone Number (410) 555-0163		Email Address r.purnell@example.com	
Owner's Signature Rosalind Purnell		Co-Owner's Signature 08/12/2026	

*If vehicle owner is deceased, a copy of the Letters of Administration must accompany this application.

*Refund check will be mailed to the address reflected on this application.

Additional Information:

- To process your refund there must be at least one full year remaining on the registration, unless the sticker is returned unused.
- Certain financial obligations to the MVA must be satisfied before a refund can be processed.
- Applications can be mailed to: **6601 Ritchie Highway N.E., Glen Burnie, MD 21062**
Attn: Room 202 Central Tag Return/Refund Unit
- Please allow 4-6 weeks to receive your refund check from the Comptroller of the Treasury.**