



## VEHICLE LICENSE FEE REFUND/CREDIT POLICIES

### **\*REFUNDS AND/OR CREDITS FOR VEHICLE LICENSE FEES ARE VALID ONLY THROUGH NOVEMBER 15<sup>TH</sup>\***

No refund/credit requests will be accepted after that time,  
as decals must be properly displayed on vehicles by November 15.

Any overpayment(s) or duplicate payment(s) will first be applied as a credit to the account, or to any outstanding personal property tax bills under the taxpayer's name. If there are no outstanding balances or active accounts, the taxpayer may request a refund check.

#### **Acceptable reason(s) for vehicle license fee credit(s)/refund(s):**

- a) The vehicle was re-titled under the exact same owner information, and vehicle license fees for the same tax year were paid on both old and new accounts.
- b) A duplicate account was created for a vehicle, and vehicle license fees were paid on both accounts.
- c) A Town of Leesburg vehicle license fee was paid, but the vehicle is actually garaged outside the Town of Leesburg corporate limits\*.
- d) The vehicle was disposed of, donated, sold, and/or moved out of the Town of Leesburg corporate limits on or before November 15\*.
- e) A Replacement Decal\*\* is purchased, and then returned unused on or before November 15.

*\*Please note that Town of Leesburg accounts cannot be adjusted until the Loudoun County Commissioner of Revenue has been properly notified.*

*\*\*Duplicate Decals are ineligible for this credit.*