APPLICATION FOR REFUND OF MONIES - AARTO 25

INSTRUCTIONS FOR COMPLETION OF THE FORM

a. This form must be completed electronically and submitted in one of the following manners:
- posted by registered mail to: **The Road Traffic Infringement Agency, Private Bag X112, Halfway House, 1685**
- emailed to:**refunds@rtia.co.za**

b. The application must be accompanied by a certified copy of the deposit slip(s) and/or proof of payment of the specific payments.

c. A copy of the completed and signed form and supporting documents must be kept for your own records.

d. Receipt of the application will be acknowledged within 21 days, failing which it must be re-submitted by posting it by registered mail to the address given in (a) above.

e. Individuals need not complete the first two lines of Part B. Organisations must provide the details of the registration number of the organisation (eg CC, company or trust registration number) and details of a representative (Surname, First names, ID number, cell, email, etc.) who must sign the form on its behalf.

PART A - INFRINGER AND MOTOR VEHICLE PARTICULARS

Name of organisation | Registration number

Type of organisation: Select One

Email		Tel (home)	
Surname		Tel (work)	
First name		Fax	
Initials		Gender ☐ Female ☐ Male	Cell	
Date of birth		Employer name	
ID type	Select One	Employer address	
ID number		Suburb	
Country of issue		City / Town	
Licence code	Select One		
Learners code	Select One		
PrDP code	☐ Goods ☐ Passengers ☐ Dangerous		
Street address			
Suburb			
City / Town			
Postal address			
Code			

MOTOR VEHICLE PARTICULARS

Vehicle licence	
Licence disc no	
Operator card no	
Vehicle description	Select One
Vehicle GVM	kg
Make	
Series (model)	
Colour	Select One

PART B - PARTICULARS OF INFRINGEMENT NOTICE

Infringement notice number | Date of infringement

Issuing authority

PART C - PARTICULARS OF PAYMENTS

Date of payment 1 | Date of payment 2

Amount of payment 1 | Amount of payment 2

PART D - BANKING PARTICULARS

Please provide the Agency with your banking details te expedite the payment of a refund, if it is approved.

Name of account holder

Bank name | Branch name

Branch code | Account number

PART E - DECLARATION

I declare that the above particulars are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.

Signature of applicant | Date (YYYY/MM/DD)