

Please fill out the attached cancellation form (there is 2 version, one fillable and one scanned). You must send this completed form to us along with a copy of your photo ID.

Please note your new address on the form so the refund amount can be sent out. Please send all documents to: motorvehicles@thelicensingco.com The service has a **cost of \$9.00 + \$2.00 for the credit card fee. This is a separate charge and cannot be taken from the refund as the refund is given by the Government of Alberta, not the registry agent. You will receive the refund cheque in the mail within 3-4 weeks.**

Affix Microfilm Label Here



Licence Plate / Parking Placard Cancellation Declaration

In accordance with the *Traffic Safety Act (TSA)*, *Operator Licensing and Vehicle Control Regulation*, and the *Freedom of Information and Protection of Privacy Act (s.33)* for motor vehicle services, the Registrar of Motor Vehicles collects personal information for the following purposes: to confirm the identity and eligibility of an individual for motor vehicle services and for motor vehicle records held by Motor Vehicles; investigation and enforcement; and for contact information, including the residential address in order for the personal serving of documents under the TSA. Questions about the collection of your personal information can be directed to Alberta Registries, Box 3140, Edmonton AB T5J 2G7 or 780-427-7013, toll free 310-0000 within Alberta.

Part A - To be completed by the Registered Owner

Individual/Organization Name

Street Address

City or Town

Province

Postal Code

Licence Plate / Parking Placard Number

Plate / Placard was

Lost

Stolen

Destroyed

Returned

Retained by Registered Owner

Part B - Must be completed if a Licence Plate was Lost or Stolen

Name of Police Service Reported to

Police File Number

Date Reported

Part C - Declaration

I/We the undersigned declare that to the best of my/our knowledge all information shown on this form are correct in every respect. I/We acknowledge that it is unlawful to provide inaccurate and/or false information and that doing so may result in prosecution.

Name of Registrant

Date yyyy-mm-dd

Signature of Registrant

Additional Registrant

Date yyyy-mm-dd

Signature of Additional Registrant

Registry Agent Use Only

For Client Verification

Identification Type

Number

Signature of Registry Agent

P #