

**REV-1651**  
BUREAU OF INDIVIDUAL TAXES  
PO BOX 280603  
HARRISBURG, PA 17128-0603

**APPLICATION FOR REFUND  
PENNSYLVANIA REALTY  
TRANSFER TAX**

Book:	Page:
Instrument Number:	
Date Recorded:	

**REFUND INSTRUCTIONS** – This application must be filed within three (3) years from date paid and include the following:

1. A copy of the applicable deed, with a legible tax stamp.
2. Evidence to show who paid the tax (copy of cancelled check, settlement sheet, etc.).
3. Documentation to support any overpayment claimed.
4. Complete explanation for overpayment below.

**Note:** Do not use this form to request a refund of amounts paid as the result of an assessment. To request such a refund, you must file a petition for refund with the Department's Board of Appeals within six (6) months of the assessment payment. Refer to RTT Bulletin 2010-01 related to Application for Refund Procedure.

**APPLICANT'S REPRESENTATIVE**

Name		Telephone Number	
Street Address	City	State	ZIP Code

**NOTE:** If the representative is not the Grantor or the Grantee, include a copy of a Power of Attorney on behalf of the Grantor and Grantee.

- Make refund payable and mail to the representative.  
 Make refund payable and mail to the applicant checked below.

**APPLICANT-GRANTOR**

**APPLICANT-GRANTEE**

Names(s)			Names(s)		
Street Address			Street Address		
City	State	ZIP Code	City	State	ZIP Code

**REAL ESTATE LOCATION**

Street Address	City	State	ZIP Code
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AMOUNT OF STATE TAX PAID	\$ _____	(Do <u>not</u> include local tax)
AMOUNT OF STATE TAX DUE	\$ _____	
AMOUNT OF REFUND REQUESTED	\$ _____	(See note below)

**NOTE:** Interest will be calculated and paid on the overpayment of the tax based on the current rates published by the PA Department of Revenue.

**EXPLANATION FOR OVERPAYMENT** (Attach additional sheets if necessary):

**SIGNATURE OF APPLICANT OR REPRESENTATIVE IS REQUIRED**

Signature	Date
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**MAIL COMPLETED APPLICATION AND DOCUMENTATION TO:**

PA DEPARTMENT OF REVENUE  
BUREAU OF INDIVIDUAL TAXES  
PO BOX 280603  
HARRISBURG PA 17128-0603

Please allow four to six weeks for processing of your refund application.

