

## Vehicle Registration Withholding Credits Certification

**Purpose:** Localities use this form to certify any credits taken on the monthly invoice for Vehicle Registration Withholding fees.  
**Instructions:** Complete all information. Obtain certification signature and mail with payment to: Manager-Accounts Receivable at the address above.

### LOCALITY INFORMATION

The  city  county  town of \_\_\_\_\_ certifies that the credits, shown below, taken from the Vehicle Registration Withholding (VRW) invoice submitted by the Virginia Department of Motor Vehicles (DMV) invoice (month and year) \_\_\_\_\_ are in compliance with Virginia Code §§ 58.1-3981 and 46.2-752J and the DMV Vehicle Registration Withholding Program User's Guide that governs these transactions.

ACCOUNT NUMBER
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INVOICE NUMBER
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Credit Item	Number of Records	Credits Claimed
Exonerations or Abatements		\$
Bankruptcy, Statute of Limitations or Federal Service Member Relief Act		\$
Released in Error by DMV <small>(Credit granted by DMV for a VRW stop deleted by DMV in error is provisional. DMV reserves the right to request documentation and reimbursement if the credit proves to be unsupported.)</small>		\$
<b>Total credits claimed</b>		<b>\$</b>

### CERTIFICATION

I certify that the above information is true and correct. No other records have been claimed as a credit on this invoice. I further certify that all required documentation is being retained for audit purposes.  
 Note: this certification must be signed by either the Commissioner of the Revenue, Treasurer or Director of Finance for the locality named above.

SIGNING OFFICIAL'S NAME (print)	TITLE (print)
SIGNATURE	DATE (mm/dd/yyyy)