

VEHICLE PURCHASER CHECKLIST

REQUIREMENTS FOR VEHICLE ELIGIBILITY, VOUCHER REDEMPTION,
& POST-REDEMPTION REQUIREMENTS



**Truck Voucher
Incentive Program**

IS YOUR FLEET SCRAPPING AN ELIGIBLE VEHICLE? YOU MUST HAVE...

- CLASS 4-8 DIESEL VEHICLE(S) WITH ENGINE MODEL YEAR 1992-2009
- A NYS-REGISTERED VEHICLE THAT WAS OWNED BY AN ELIGIBLE NYS ENTITY FOR AT LEAST PAST 2 YEARS

WHAT DO I NEED TO PROVIDE TO BEGIN MY ORDER?

- PROVISIONAL PURCHASE ORDER / LEASE AGREEMENT FOR ELIGIBLE CLASS 3-8* ELECTRIC VEHICLE
- NEW VEHICLE INFORMATION (see below)
- SIGNED VEHICLE PURCHASER PARTICIPATION AGREEMENT
- FLEET OWNERSHIP CERTIFICATION LETTER
- IF SCRAPPING A VEHICLE:
 - INFORMATION FOR VEHICLE (OR IN THE CASE OF A REPOWER: ENGINE) TO BE SCRAPPED (EXISTING VEHICLE, see below)
 - EXISTING VEHICLE REGISTRATION
 - PHOTOS OF EXISTING VEHICLE (FRONT W/ LICENSE PLATE, SIDE W/ DOT # AND TRUCK/BUS NUMBER, VEHICLE ENGINE, ENGINE TAG W/ ENGINE FAMILY NUMBER AND ENGINE SERIAL NUMBER, INTACT CHASSIS)
 - PROOF OF MILEAGE REQUIREMENT BEING MET
 - CHANGE OF OWNERSHIP DOCUMENTATION IF ACQUIRING A VEHICLE (SIGNED MV-82 SHOWING TRANSFER OF PLATES, SIGNED MV-999 SHOWING TRANSFER OF TITLE, PURCHASE ORDER FOR SCRAPPAGE VEHICLE, AND PROOF OF PAYMENT FOR SCRAPPAGE VEHICLE, SERVICE OR INSPECTION RECORDS CONFIRMING THE VEHICLE MEETS THE REGISTRATION AND USAGE REQUIREMENTS FOR THE PAST TWO YEARS.)

...TO INITIATE NEW VEHICLE DELIVERY?

- SCHEDULED SCRAPPAGE DATE FOR EXISTING VEHICLE OR ENGINE

...TO COMPLETE VOUCHER REDEMPTION?

- EXECUTED PURCHASE ORDER / LEASE AGREEMENT
- SIGNED FINAL INVOICE
- NEW YORK DMV REGISTRATION OR TITLE APPLICATION (MV-82) FOR NEW VEHICLE
- NEW YORK DMV REGISTRATION FOR SCRAPPED VEHICLE (ACTIVE AT TIME OF SCRAPPAGE)
- PHOTOS OF NEW VEHICLE (FRONT W/ LICENSE PLATE, SIDE W/ DOT #, ENGINE/MOTOR TAG, VIN TAG, ODOMETER READING)

WITHIN 21 DAYS AFTER NEW VEHICLE(S) DELIVERY PROVIDE SCRAPPAGE DOCUMENTATION (if applicable):

- PRE-SCRAPPAGE PHOTOS TAKEN AT SCRAPPAGE FACILITY SHOWING VEHICLE IDENTIFYING CHARACTERISTICS, INTACT CHASSIS, INTACT ENGINE, ENGINE TAG AND VIN PLATE
- POST-SCRAPPAGE PHOTOS INDICATING VEHICLE IDENTIFYING CHARACTERISTICS, DESTROYED DIESEL ENGINE, AND (WHERE APPLICABLE) A CUT OR SHEARED VEHICLE CHASSIS[^]
- INCLUDE COMPLETED, SIGNED VEHICLE SCRAPPAGE CERTIFICATION DOCUMENT

*New or repowered class 3 vehicles must be registered in one of the 30 eligible counties that are/were recently in non-attainment with federal air quality standards. A class 3 vehicle must be all-electric (BEV) to be eligible for funding.

[^]Scrappage and photo documentation will be conducted by a NYTVIP Participating Vehicle Dismantler. Refer to the accompanying Truck Scrappage Guidelines for photo documentation specifications.

VEHICLE PURCHASER CHECKLIST

REQUIREMENTS FOR VEHICLE ELIGIBILITY, VOUCHER REDEMPTION,
& POST-REDEMPTION REQUIREMENTS



**Truck Voucher
Incentive Program**

WHAT HAPPENS NEXT?

- OWNED OR LEASED VEHICLE(S) MUST OPERATE IN NEW YORK STATE FOR A MINIMUM OF FIVE YEARS
- SUBMIT SEMI-ANNUAL USAGE REPORTING TO NYSDERDA FOR A MINIMUM OF THREE YEARS AFTER RECEIVING VOUCHER REDEMPTION

Failure to submit a Semi-Annual Usage Report in a timely manner is a violation of the terms and conditions of NYSDERDA funding and may result in the Vehicle Purchaser being subject to a prorated reimbursement penalty based on the number of missed reports as well as a ban from any further participation in the Program.

VEHICLE PURCHASER CHECKLIST

REQUIREMENTS FOR VEHICLE ELIGIBILITY, VOUCHER REDEMPTION,
& POST-REDEMPTION REQUIREMENTS



**Truck Voucher
Incentive Program**

Vehicle Information Worksheet		
VEHICLE WORKSHEET IS FOR INFORMATIONAL PURPOSES ONLY VOUCHER APPLICATION REQUIRED TO COMPLETE TRANSACTION		
	New Vehicle Information	Existing Vehicle (to be scrapped)
Domicile Address		
Vehicle Identification Number (VIN)		
Primary Use & Vocation		
Drive Cycle (i.e., dense urban, urban, suburban, rural)		
Engine Serial Number		
License Plate #		
Expected Annual Mileage Driven (miles)		
Expected Annual Fuel Usage (gallons)		
Auxiliary Heater Power Source		
In Service Start Date (provide after new vehicle delivery)		
Vehicle Make, Model & Year		
Engine Make, Model & Year		
Weight (lbs) & Weight Class		
Odometer Reading (miles)		
Engine Displacement (liters)		
Rated Horsepower (horsepower)		
# Cylinders		
Estimated Remaining Useful Life (years)		
Avg Vehicle Mileage per Year Over the Last Two Calendar Years (miles)		
Annual Avg Mileage for Comparable Vehicle (miles)		
Fleet Average Annual Maintenance (\$)		
Most Recent Annual Diesel Fuel Usage (gallons)		
Date of Scrap (provide after scrappage is complete)		