



TIMBER
Air District Review Checklist: Initial Review
Truck Improvement/Modernization Benefitting Emission Reductions

Owner: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected
Company: _____	Voucher # _____
Dealership/Installer: _____	Voucher Amount: \$ _____
Submittal Date: _____	Expiration date: _____

Verify that the following information/documents are included in the application. Use back side of checklist for additional comments if necessary.

Existing Vehicle Requirements

- Verification of the existing engine model year
- Vehicle is diesel fueled

Replacement Vehicle Requirements (if applicable)

- Replacement vehicle is not a glider kit (the VIN does not generally start with the letters "GL")
- Replacement vehicle is model year 2010 or newer.

Documentation Requirements

- Application complete, signed and dated – original application (with wet signature)
- Compliance Check
 - Copy of the TRUCRS Fleet List showing the compliance option each truck in the fleet is using and a copy of the TRUCRS Fleet Summary showing compliance ("Meets Small Fleet Option" specifies "yes" if using the Small Fleet option)
- Copy of the existing vehicle title proving ownership for the previous 24 months (titles with lien holders are not eligible for replacement funding)
- Documentation of a minimum of 24 months of existing vehicle usage. Specific vehicle is identified in documentation
 - Meets the selected annual mileage in the TIMBER Funding Table for previous 24 months, **OR**
 - Meets the selected annual fuel usage in the TIMBER Funding Table for previous 24 months.
- Copy of DMV registration
 - Currently registered and has been registered in California for the past 24 months, or

- Registered in California for the previous 8 consecutive months supplemented by alternate documentation showing California operation for the past 24 months, or
- If a seasonal vehicle, registered in California for 3 to 6 continuous months per 12 month period for the previous 24 months. DMV partial year registration documentation for each period the vehicle was registered must be included with the application.
- Copy of Vehicle Insurance Cards consistent with the term of the registration documentation
- Quote and specification sheet for the replacement vehicle (with date and price) signed by the dealership:
 - Delivery date is listed and included on the voucher
 - Voucher amount is reduced from quote
 - Owner is listed as buyer
- ARB Executive Order for the replacement engine, which demonstrates the engine meets Guideline requirements of ≤ 0.01 g/bhp-hr PM and is at or below the following STD or FEL:
 - STD or FEL level of 0.50 g/bhp-hr NO_x; OR
 - STD of 0.20 g/bhp-hr NO_x

Existing Vehicle Inspection Requirements

- Signed inspection form of the existing vehicle from either the dealer or the Air District
 - Existing vehicle is operational – clear evidence has been provided
- Digital photos taken at the inspection of the existing vehicle are legible
- Digital photo information for existing vehicle/engine make, model year, VIN, serial number matches application information. The photos of the engine should help verify application information. If no engine tag is available, a print out of the engine specifications will suffice.

Air District Requirements

- Project VIN entered into CARL database to ensure vehicle has not applied for funding previously
 - If approved, enter project information into CARL database within 5 business days of approval
- Issue voucher for
 - Funding year: _____
 - Existing engine model year: _____
 - Annual mileage: _____
OR fuel use: _____
 - 0.50 or 0.20 NO_x standard: _____
 - Voucher term:
 - one year
 - two years
 - three years
 - VOUCHER AMOUNT: _____

- The following application form fields are mandatory and must be filled in completely before the application may be approved.

<p>Applicant Information:</p> <ul style="list-style-type: none"> • Owner Name • Mailing Address (including City, State, Zip) • Physical Address (if different from mailing) • Owner Phone 	<p>Third Party Information:</p> <ul style="list-style-type: none"> • Third-Party Name • Mailing address (including City, State, Zip) • Physical Address (if different from mailing) • Phone • Third Party Signature & Date <p>Only required if a paid party other than the dealership completes the application</p>
<p>Existing Vehicle and Engine Information:</p> <ul style="list-style-type: none"> • Vehicle Make • Vehicle Model • Vehicle Model Year • Vehicle Identification Number (VIN) • License Plate Number • Odometer Reading • Vehicle Operational • Engine Make • Engine Model • Engine Model Year • Serial Number • Engine Family Number • Engine operational • Fuel used 	<p>Replacement Vehicle and Engine Information:</p> <ul style="list-style-type: none"> • Vehicle Make • Vehicle Model • Vehicle Model Year • Odometer Reading • Engine Make • Engine Model • Engine Model Year • Engine Family Number • Fuel used • ARB Executive Order Number
<p>Dealership Information: All fields must be filled out or a business card must be attached</p>	<p>Inspection Forms: All applicable forms must be filled in based on the information required above for the existing and replacement vehicles.</p>
<p>Applicant Recitals Owner must sign and date application</p>	

- If rejected, letter sent to applicant and the dealer was cc'd

Reason(s) for rejection: _____

If approved, voucher package (Attachments F, G, H, I and J)

- sent to dealer on (Date): _____

Air District Staff (print name): _____

Date Reviewed: _____