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

Applicant:	Company (if any):	Dealer:
Voucher Number:	Voucher Amount:	Submittal Date:

Verify the following information in the reimbursement package:

- ❑ Applicant information matches application
- ❑ Voucher number is correct
- ❑ Voucher amount is correct
- ❑ Replacement vehicle information matches application, quote information, and TIMBER requirements
- ❑ Invoice correctly shows the final price less the voucher amount

Verify that the following documents are included in the reimbursement package:

- ❑ Reimbursement invoice
- ❑ Receipt of voucher signed by the applicant
- ❑ Original voucher
- ❑ Financing information, if vehicle was financed, showing the lender and the amount loaned (at a minimum a copy of the check given to the dealer equal to the remainder). Not applicable if the applicant paid cash for the remainder.
- ❑ Warranty information
- ❑ Completed final invoice, signed and dated by the applicant
- ❑ DMV paperwork showing California registration with owner's name
- ❑ DMV paperwork showing that the replacement vehicle has been registered
- ❑ Inspection forms and photos of the replacement vehicle
- ❑ Inspection forms and photos of the replaced vehicle in dealership custody
- ❑ Copy of Title of the existing (replaced) vehicle, signed and dated by the applicant

Reimbursement approved? ❑ Yes ❑ No

Comments (Use back side of checklist for additional comments if necessary):

Funding Date: _____ Check Number: _____
Copy of check in project folder

Air District Staff (print name):_____

Date Reviewed: _____