

## Oregon Business Energy Tax Credit

### One-step Application for Final Certification for Hybrid-Electric Vehicles

Oregon business owners and others who invest in new hybrid-electric vehicles for business use can get a state Business Energy Tax Credit. **Qualifying hybrid-electric vehicles are pre-certified for the Oregon Department of Energy's Business Energy Tax Credit** – Chevy Tahoe™ Hybrid SUV, Ford Escape™ Hybrid, GMC Yukon™ Hybrid, Honda Accord™ Hybrid, Honda Civic™ Hybrid, Lexus RX 400™ Hybrid, Lexus GS 450™ Hybrid, Lexus LS 600™ Hybrid, Mazda Tribute™ Hybrid, Mercury Mariner™ Hybrid SUV, Nissan Altima™ Hybrid, Toyota Camry™ Hybrid, Toyota Highlander™ Hybrid, and Toyota Prius™ Hybrid. These vehicles qualify based on meeting the criteria of the definition in OAR 330-090-0110 (37). We will update the list as other hybrid-electric vehicles become eligible.

Business owners who purchase a qualifying hybrid-electric vehicle for business purposes need to complete this one form to apply for this Hybrid-Electric Vehicle tax credit. The tax credit for hybrid-electric vehicles is 35 percent of eligible project costs. If eligible costs are \$20,000 or less, you take the tax credit in one year. If eligible costs are more than \$20,000, you take the tax credit over a five year period (10 percent in the first and second year; 5 percent in the last three years. The credit is a dollar-for-dollar credit against State of Oregon business taxes owed. Unused credits can be carried forward up to eight years.

#### Eligible Applicants

An eligible applicant must meet the following three requirements:

1. Be a trade, business or rental property owner with a business site in Oregon  
**or**  
Be an Oregon non-profit organization, tribe, or public entity that partners with an Oregon business or resident;
2. Own or be the contract buyer of the project; and
3. Use the equipment yourself or lease it to another person or business in Oregon.

The qualifying hybrid vehicle must be new (its original use must begin with you). It must be registered and licensed for roadway use by the Oregon Department of Motor Vehicles to qualify.

#### Pass-through Option

Applicants that do not have an Oregon tax liability (such as non-profit organizations, schools and other public entities) must use the pass-through option of the Business Energy Tax Credit. With this option, applicants may pass-through or transfer their 35 percent tax credit project eligibility to a pass-through partner for a lump-sum cash payment. The Oregon Department of Energy determines the rate that is used to calculate the cash payment.

The Oregon Department of Energy must receive this completed application first. Please check off the Pass-through Option box if you wish to use this option. You will be sent a Pass-through Projects application form in return for both you and the pass-through partner to complete and sign. The same review, rules and standards apply to projects approved under the pass-through option as those using the regular Business Energy Tax Credit Program. **Please note:** The pass-through option is also available to any applicants with an Oregon tax liability who chooses to transfer his or her tax credit. There may be tax implications to using the Pass-through Option. Please consult your tax preparer.

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### One-step Application for Final Certification for Hybrid-Electric Vehicles

#### Timing

The Business Energy Tax Credit for Hybrid-Electric Vehicles One-step Application form is completed **after** purchasing the vehicle(s). No pre-certification application is necessary as the Oregon Department of Energy has pre-certified qualifying hybrid-electric vehicles. (Please note, this process applies only for tax credit applications for qualified hybrid-electric vehicles. All other applications for a Business Energy Tax Credit must be sent to the Oregon Department of Energy **prior** to beginning a project or making a purchase.) You must receive a Final Certificate before the credit can be claimed on an Oregon tax return. **All BETC applicants must apply for, and receive, their final certification from the Oregon Department of Energy prior to July 1, 2012, when the BETC program is scheduled to sunset.**

#### Confidential Information and Disclosure

The State of Oregon's Public Records Law (ORS 192.410 et seq.) (PRL) applies to tax credit applications submitted to the Oregon Department of Energy. The law states every person has a right to inspect any public record of a public body, subject to certain exceptions.

Trade secrets and confidential business records information may be exempt from disclosure. Certain information, including trade secrets (ORS 192.501(2) and confidential submissions (ORS 192.502(4)), may be exempt from disclosure under exemptions to the PRL. Please consult your legal counsel to determine whether these or other exemptions could apply to your application.

Mark on each page any information that you believe are trade secrets, business records or that is otherwise protected under the PRL and that you request to be kept confidential. Marking information does not guarantee that it will be kept confidential. The Director of the Oregon Department of Energy will make any decisions regarding public disclosure of information contained in this application in accordance with the Oregon Public Records Law.

Under certain circumstances, as set out in ORS 192.445 (1), the personal safety exemption to the PRL, the Oregon Department of Energy is authorized to withhold your address, phone number and electronic mail address. If you want to claim this exemption under the PRL, please contact the Oregon Department of Energy prior to sending in your application for a Business Energy Tax Credit. Please consult your legal counsel to determine whether this exemption applies to you.

The Oregon Department of Energy does not endorse any company that requests application information and does not sell this information as a mailing list.

#### Net Eligible Cost

The tax credit for hybrid-electric vehicles is 35 percent of the net eligible cost. The Oregon Department of Energy uses the MSRP base cost for the hybrid-electric and subtracts the MSRP of the conventional comparison vehicle (based on information from [www.edmunds.com](http://www.edmunds.com)) to derive the eligible cost of the hybrid-electric vehicle. **Please note:** Your costs may be more than the base costs depending upon options and dealer charges. Costs are subject to change.

## Oregon Business Energy Tax Credit

### One-step Application for Final Certification for Hybrid-Electric Vehicles

Hybrid-electric vehicle	Comparative vehicle	Net Eligible Cost*
Chevy Tahoe™ SUV Hybrid	Chevy Tahoe™ SUV	\$9,183
Ford Escape™ Hybrid	Ford Escape™	\$5,495
GMC Yukon™ (SUV) Hybrid	GMC Yukon™ (SUV)	\$9,183
Honda Accord™ Hybrid	Honda Accord™ LX V-6	\$2,054
Honda Civic™ Hybrid	Honda Civic™ (4-door)	\$4,840
Lexus™ RX 400h Hybrid	Lexus™ RX 350	\$3,680
Lexus™ GS 450h Hybrid	Lexus™ GS 460	\$3,000
Lexus™ LS 600h Hybrid	Lexus™ LS 460	\$5,018
Mazda Tribute™ Hybrid	Mazda Tribute™	\$3,985
Mercury Mariner™ SUV Hybrid	Mercury Mariner™ SUV	\$5,035
Nissan Altima™ Hybrid	Nissan Altima™	\$4,690
Toyota Camry™ Hybrid	Toyota Camry™ (4-door, 2.4L)	\$6,078
Toyota Highlander™ SUV Hybrid	Toyota Highlander™ SUV	\$6,550
Toyota Prius™ Hybrid	Toyota Corolla™	\$5,745

Most recent available model year

The tax credit is 35 percent of the net eligible cost.

\* The net eligible cost used is the most recent and is subject to change.

#### Receipts

- If the final project costs are less than \$50,000, include copies of the dealer's invoice/receipt. If you send copies of the invoice/receipt, please make sure it is dated, clearly marked "PAID" and identified by the dealer name.
- If your application is for multiple purchases that total \$50,000 or more, send a letter signed by a Certified Public Accountant (CPA) who is not an employee of your business, to document costs. A sample CPA letter available on our website. ([www.oregon.gov/ENERGY/CONS/BUS/docs/CPA.pdf](http://www.oregon.gov/ENERGY/CONS/BUS/docs/CPA.pdf))

**Questions?** Call the Oregon Department of Energy at 1-800-221-8035 (toll-free in Oregon) or (503) 378-4040 (Salem). Or visit our Web site ([www.oregon.gov/energy](http://www.oregon.gov/energy)).

# Oregon Business Energy Tax Credit

## One-step Application for Final Certification for Hybrid-Electric Vehicles

### Hybrid-Electric Vehicle

#### Are you eligible?

Yes No

- Are you a trade, business or rental property owner with a business site in Oregon?
- Are you the owner or contract buyer of the hybrid-electric vehicle?
- Are you using the vehicle yourself or leasing it to another person or business in Oregon?
- Are you a non-profit organization, public entity or tribe?

#### For office use only

Application #:

Date received:

Final certified cost:

#### 1. Owner information

Tax I.D. # or SSN\*:

E-mail:

Business name:

Phone:

Owner's name:

Phone:

Mailing address:

City/state/zip:

County:

Principal business activity (or SIC, if known):

#### 2. May the Oregon Department of Energy publicize your project to promote efficiency to other businesses?

Yes  No

#### 3. How did you learn of the Business Energy Tax Credit Program?

Associate  Advertisement  Workshop  Utility  Dealer  Other:

\*OAR 330-090-0130 authorizes the Oregon Department of Energy to use your federal tax identification or social security number as an identification number in maintaining internal records and may be shared with the Oregon Department of Revenue to establish the identity of an individual in order to administer state tax law.

## Oregon Business Energy Tax Credit

### One-step Application for Final Certification for Hybrid-Electric Vehicles

4. Purchase information		
Date of purchase:	Purchase price: \$ <b>(include copy of receipt*)</b>	
Dealer's business name:		Phone:
Dealer's address:		
City	State:	Zip:

5. Vehicle information – Attach a separate sheet for multiple vehicles	
Make of vehicle:	Model of vehicle:
VIN number:	Oregon license plate number:

6. Eligible vehicle cost (net eligible costs subject to change)		
Check your vehicle make/model	Net eligible cost	
<input type="checkbox"/> Chevy Tahoe™ SUV Hybrid	\$9,183	
<input type="checkbox"/> Ford Escape™ Hybrid	\$5,495	
<input type="checkbox"/> GMC Yukon™ SUV Hybrid	\$9,183	
<input type="checkbox"/> Honda Accord™ Hybrid	\$2,054	
<input type="checkbox"/> Honda Civic™ Hybrid	\$4,840	
<input type="checkbox"/> Lexus™ RX 400h Hybrid	\$3,680	
<input type="checkbox"/> Lexus™ GS 450h Hybrid	\$3,000	
<input type="checkbox"/> Lexus™ LS 600h Hybrid	\$5,018	
<input type="checkbox"/> Mazda Tribute™ Hybrid	\$3,985	
<input type="checkbox"/> Mercury Mariner™ Hybrid	\$5,035	
<input type="checkbox"/> Nissan Altima™ Hybrid	\$4,690	
<input type="checkbox"/> Toyota Camry™ Hybrid	\$6,078	
<input type="checkbox"/> Toyota Highlander™ Hybrid	\$6,550	
<input type="checkbox"/> Toyota Prius™ Hybrid	\$5,745	

\* If this application is for multiple vehicles and the total costs are \$50,000 or more, send a letter signed by a Certified Public Accountant (CPA) who is not an employee of your business, to document final costs. A sample CPA letter is available on our Web site. ([www.oregon.gov/ENERGY/CONS/BUS/docs/CPA.pdf](http://www.oregon.gov/ENERGY/CONS/BUS/docs/CPA.pdf))

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### 7. Pass-through Option

Yes No

Do you want to use the Pass-through Option?

The Pass-through Option will allow you to transfer your tax credit project eligibility to a business or individual (a pass-through partner) in exchange for a lump-sum payment. The payment amount is calculated using the pass-through rate. To use the Pass-through Option, complete this application form and send it to the Oregon Department of Energy. Your application will be reviewed for eligibility. A Pass-through Option Application will be sent to you in return. You and your pass-through partner (the tax credit recipient) will complete and sign the Pass-through Option Application and proceed with the steps outlined in the Pass-through Option Application. **Important: There may be tax implications to using the Pass-through Option. Please consult your tax preparer.**

### 8. Business Energy Tax Credit review charge

Applications will **not** be reviewed until the review charge is paid in full.

Eligible Project Cost (See 6) \_\_\_\_\_ x .0035 = \$ \_\_\_\_\_

The minimum payment is \$10. The maximum payment required is \$35,000. Make check payable to the Oregon Department of Energy and include with this application. You may also pay by Visa or MasterCard.

I want to pay by Visa/MasterCard. Please contact me at this phone number: \_\_\_\_\_.

Contact Name: \_\_\_\_\_.

If all or a portion of your application is denied, or if a change in your project results in lower costs, a portion up to 75 percent of this payment may be refunded within two years of pre-certification. If you add to your approved project, you must send a written description of the additions and the costs to be eligible for a tax credit. If the Oregon Department of Energy approves the additional eligible costs, an additional payment may be required. For more information, see Oregon Administrative Rule 330-90-0150.

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### 9. Project Owner Statement

1. I understand that Oregon Department of Energy approval and certification of my project is for tax credit purposes only. The Oregon Department of Energy does not guarantee or in any way ensure the performance of any equipment, the quality of any system or the reliability of any dealer.
2. I agree that the project will comply with all local, state and federal requirements. I will obtain all necessary permits.
3. I will permit the Oregon Department of Energy or its agents to inspect the project at its discretion to make sure the project qualifies for the tax credit. I understand that if I give false information about the project, or if I refuse to permit the Oregon Department of Energy to inspect the project, I will not get the tax credit.
4. I understand that this tax credit application is a public record and that Oregon Department of Energy may be required by law to disclose information in this tax credit application to the public on request. I have marked any information that I request be kept confidential. I understand that marking information does not guarantee that it will be kept confidential and that the Director of the Oregon Department of Energy will make any decisions regarding public disclosure of information contained in this application in accordance with the Oregon Public Records Law.
5. I understand that the Oregon Department of Energy does not endorse any company that requests information on this application and does not sell information as a mailing list.
6. I hereby release the State of Oregon and its commissions, agencies, officers, employees, contractors, and agents, and agree to defend and indemnify the foregoing from and against any claims, demands, or costs (including attorney and expert witness fees at trial and on appeal) arising from or in any way related to the Oregon Department of Energy's issuance or failure to issue any pre-certification or final certification for a Business Energy Tax Credit, or any party's inability to obtain a Business Energy Tax Credit.
7. I understand that the sum of all financial incentives and the tax credit cannot exceed the total eligible project cost.
8. I have enclosed a check to the Oregon Department of Energy or will pay by Visa or MasterCard for the review charge.
9. I verify that the project owner does not restrict membership, sales, or services on the basis of race, color, creed, religion, national origin, sexual preference or gender.
10. I have completed this form to the best of my knowledge.
11. I certify that I am the project owner or the authorized agent.

***I have read and agree with the terms and conditions of the Project Owner Statement.***

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

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<b>5. Tax Credit Recipient Statement</b> Please photocopy for each tax credit recipient	
<p>1. I understand that OAR 330-090-0130 authorizes the Oregon Department of Energy to use my federal tax identification or social security number as an identification number in maintaining internal records and may be shared with the Oregon Department of Revenue to establish the identity of an individual in order to administer state tax law.</p> <p>2. I understand that this tax credit application is a public record and that Oregon Department of Energy may be required by law to disclose information in this tax credit application to the public on request. I have marked any information that I request be kept confidential. I understand that marking information does not guarantee that it will be kept confidential and that the Director of the Oregon Department of Energy will make any decisions regarding public disclosure of information contained in this application in accordance with the Oregon Public Records Law.</p> <p>3. I understand that the Oregon Department of Energy does not endorse any company that requests information on this application and does not sell information as a mailing list.</p> <p>4. I hereby release the State of Oregon and its commissions, agencies, officers, employees, contractors, and agents, and agree to defend and indemnify the foregoing from and against any claims, demands, or costs (including attorney and expert witness fees at trial and on appeal) arising from or in any way related to the Oregon Department of Energy's issuance or failure to issue any pre-certification or final certification for a Business Energy Tax Credit, or any party's inability to obtain a Business Energy Tax Credit.</p> <p>5. I verify that the tax credit recipient does not restrict membership, sales, or services on the basis of race, color, creed, religion, national origin, sexual preference or gender.</p> <p>6. I have completed this form to the best of my knowledge.</p>	
<b>Tax Credit Recipient (Please print)</b>	<b>Business Energy Tax Credit #</b>
Name: _____	
Phone: _____	
Mailing address: _____	
City/state/zip: _____	
Soc. Sec. or Tax I.D. #: _____	Tax Credit share: _____ %
<input type="checkbox"/> <b><i>I have read and agree with the terms and conditions of the Tax Credit Recipient Statement.</i></b>	
Signature: _____	Date: _____
Printed Name: _____	Title: _____

Send completed application with payment to:

**Oregon Department of Energy, 625 Marion St. NE, Salem, OR 97301-3737.**

If you have questions, call 1-800-221-8035 (toll-free in Oregon) or (503) 378-4040 or visit our website:

[www.oregon.gov/energy](http://www.oregon.gov/energy)