

## REQUIRED DOCUMENTS

Community Charging Rebates program applicants must submit the following documentation to ODOT when apply for a rebate.

For more information visit the Community Charging Rebate program website:  
[https:// www.oregon.gov/odot/climate/Pages/communitychargingrebates.aspx](https://www.oregon.gov/odot/climate/Pages/communitychargingrebates.aspx)

### Part 1: Pre-Installation

- ☐ **One quote** for EV charging station equipment and installation (or a detailed engineering estimate), including the project site address, quantity of chargers, number of ports, and system cost.
  - [Here](#) is an example of a template quote including the required information.
- ☐ A completed [Site Verification and Recipient Acknowledgment Form](#).

### Part 2: Post-Installation

- ☐ Copies of paid invoices for equipment, installation and network agreement.
- ☐ For public charging projects, applicants must provide a **Maintenance Contract or Service Level Agreement (SLA)** along with **proof of payment** for up to **five (5) years of maintenance services**.
- ☐ A scan of the final electrical inspection or a letter from the authority having jurisdiction (AHJ) stating that no building permit is required.
- ☐ W-9, signed and dated within the last year (rebate will be sent to the address on the W-9).
- ☐ Photos including:
  - Installed site photo, including signage or pavement markings.
  - Serial number photos for each charger.
  - Customer support number photo (where applicable), showing location on or near the equipment.
  - Pricing display photo (where applicable), showing pricing per unit and location on/near the equipment.