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

**Required Documents: Pre-Installation**

- One quotes including EV charging station equipment and installation or a detailed engineering estimate (must include the project site address, quantity of chargers, number of ports, and the system cost).
  
  - [Here](#) is an example of a template quote including the required information.

- A completed Site Verification and Recipient Acknowledgment Form.

**Required Documents: Post-Installation**

- Copy of paid invoice for equipment.
- Copy of paid invoice for installation.
- Copy of paid invoice for network agreement.
- Copy of paid invoice for maintenance contract.
  
  - [Here](#) is an example of a template invoice including the required information.

- Copy of permits required or note from the authority having jurisdiction (AHJ) that no building permit is required.

- W-9, signed and dated within the last year (the rebate will be sent to the address on the W-9).

  - Photos:
    - Installed site photo, including any onsite signage or pavement markings.
    - Serial number photos for each charger.
    - Customer support number photo (where applicable), showing location on or near equipment.
    - Pricing display photo (where applicable), showing pricing per unit of sale and location on/near equipment.