

Instructions

This form is to be filled out by an individual or company owning or leasing an all-electric or plug-in hybrid vehicle, or an electric motorcycle and that wishes to receive a refund after the purchase and installation of a charging station for home use.

- > Only the owner of the electric vehicle can apply for a rebate for a charging station: the owner's spouse is not eligible for the program and cannot complete the application.
- > A company can apply for a refund by submitting invoices and proof of payment made out to the company and showing that the charging station is installed at the home of one of the users of the business vehicle.
- > In the case of a used vehicle, the vehicle owner's name and the address at which the charging station is installed must be different from the previous applications linked to the vehicle.

Your situation	Required supporting documents
You received the Roulez vert rebate from the Québec government when you purchased your new or used electric vehicle ¹ .	<ul style="list-style-type: none"> > A copy of the proof of purchase of the charging station (for example, the purchase invoice) or a copy of the lease agreement for the charging station; > A copy of the invoice of the installation work performed by an electrician.
You purchased an all-electric or plug-in hybrid vehicle, or an electric motorcycle and did not receive the Roulez vert rebate from the Québec government for the purchase.	<ul style="list-style-type: none"> > A complete copy of the sales contract or long-term lease agreement (including the signatures) of your electric vehicle; > A copy of the "Service receipt" document provided when the vehicle was registered with the Société de l'assurance automobile du Québec (SAAQ). The registration certificate alone is not accepted. > A copy of the proof of purchase of the charging station (for example, the purchase invoice) or a copy of the lease agreement for the charging station; > A copy of the invoice of the installation work performed by an electrician.

1. You may have received this rebate directly from your car dealer or by filling out the form yourself.

Supporting documents and their contents

The proof of purchase or lease agreement for the charging station must contain the following information:

- > Your name and home address;
- > Date of the transaction;
- > Name of the supplier or name of the supplier's company and his/her contact information;
- > Detailed description of the items included in the transaction;
- > Amount of each item included in the transaction as well as the final amount of the transaction (including all applicable taxes and fees).
- > In the case of a lease agreement, the monthly payments and the total amount disbursed at the end of the lease.

The invoice for the installation work performed by an electrician must contain the following information:

- > The date of installation;
- > The name of the electrical contractor;
- > The contractor's RBQ licence number;
- > The itemized amount of the installation work as well as the total amount of the transaction (including taxes and other applicable fees).

Note: If your charging station can be both Level 1 and Level 2, the proof of installation must state that the electrical voltage is suitable for a Level 2 station.

If you already have a 240-volt outlet outside your home or in your garage, you can provide one or more photos as proof of installation. Make sure the installed station, an overview of your home and your door number can be seen.

Applicant Information

If you are an individual:

Last name: _____ First name: _____
Social insurance number (SIN): _____
Address: _____ Apartment: _____ Suite or P.O. Box: _____
Municipality: _____
Province : Québec Postal code: _____
E-mail: _____ Telephone: _____
Language of communication: French English

If you are a company, a non-profit organization or a municipality:

Name: _____ Québec business no. or municipality no.: _____
Address: _____ Suite or P.O. Box: _____
Municipality: _____
Province: Québec Postal code: _____
Representative from the company, non-profit organization or municipality
Last name: _____ First name: _____
E-mail: _____ Telephone: _____ Fax: _____

Vehicle Information

Vehicle identification number: _____ Registration number: _____
Make: _____ Model: _____ Version: _____ Model year: _____

Charging station information

Brand: _____ Model: _____
Type of acquisition: Purchase of the charging station Lease of the charging station
Purchase price (before taxes): _____ Date of purchase: _____
Monthly rental cost (before taxes): _____ Rental's start date : _____ Rental's duration: _____
(dd/mm/yyyy)

Installation information

Installation location (if different from applicant's address)

Address: _____ Suite or P.O. Box: _____
Municipality: _____
Province: Québec Postal code: _____

Attention, you must sign this form on the next page.

Declaration, consent and tax compensation

I understand that the information provided in this application or in connection with it will be used by the Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs (MELCCFP) and by the supplier designated by it to manage the financial assistance received from the Program for the purpose, in particular, of verifying eligibility, disbursing financial assistance, evaluating and monitoring the Program. The only people who will have access to the information are those employees who need it for their work. The information may also be transferred to other government ministries and agencies for the purpose of implementing and overseeing the Roulez vert Program. I understand that failure to provide the information will prevent my application from being processed.

The social insurance number will be used to produce the RL-27 slip, «Government Payments», which Revenu Québec requires the MELCCFP to provide when paying a subsidy. The law also requires individuals to provide their social insurance numbers when slips must be issued to them. The telephone number and email address allow us to communicate with the participants to obtain, if need be, additional information essential to process their application or evaluate the program in which they have participated.

I understand that if I do not meet all the conditions and terms set out in the applicant guide and in the normative framework, the application review process may be delayed or the application may be deemed ineligible for the financial incentive.

I acknowledge that MELCCFP may ask that the incentive be repaid in the event of a false declaration.

Tax compensation

Applicants who wish to receive the financial incentive themselves will be subject to government compensation as defined in the Act respecting the Ministère du Revenu, which allows certain amounts payable to recipients by public organizations to be withheld for the payment of a debt under a tax law in Québec, or under the Act to facilitate the payment of support.

The Ministry shall not, under any circumstances whatsoever, be held liable for any damage or prejudice resulting from the implementation of the Program.

Attestation and consent

I hereby declare that I have read and understood all the conditions and terms set out in the applicant guide and in the normative framework, along with the declarations and consents indicated earlier. I also declare that the information provided in or in respect of this application is true and complete.

Applicant's last name and first name: _____

Signature: _____ Date: _____ (dd/mm/yyyy)

Submission of application

Please return the application form and supporting documents to:

Roulez vert Program
CP 27506 BP Pont-Viau
Laval (Québec) H7G 2V0

Please call 1 866 266-0008 if you have questions concerning this application.

This form is available on the following Website: Quebec.ca/aide-financiere-vehicules-electriques.