

State of Vermont Electric Vehicle Incentive Program

Participating Dealer Agreement for Offering Point-of-Sale or -Lease Incentives

This agreement defines the terms under which Vermont Electric Distribution Utilities, as program implementers for the State of Vermont’s plug-in electric vehicle (PEV) incentive program, will reimburse an automobile dealer signing this agreement (Dealer) for eligible customer purchases or leases of eligible all-electric and plug-in hybrid electric vehicles. This incentive program is known as the “State Incentive Program.” The program is anticipated to launch in December 2019. Incentives will not be available for PEVs purchased or leased prior to the official launch date set by the State of Vermont Agency of Transportation.

Roles and Agreement Principles

The State Incentive Program will be offered through the State’s Electric Distribution Utilities (DUs), including: Green Mountain Power (GMP), Vermont Electric Cooperative (VEC), Burlington Electric Department (BED), Washington Electric Cooperative (WEC), Stowe Electric Department (SED), Hyde Park Electric (HPE), and Vermont Public Power Supply Authority (VPPSA), which represents eleven of Vermont’s municipally owned utilities and which will participate in this program as one collective. VPPSA member utilities include Barton, Enosburg, Hardwick, Jacksonville, Johnson, Ludlow, Lyndonville, Morrisville, Northfield, Orleans, and Swanton.

VEIC, the non-profit coordinating the Drive Electric Vermont program, is assisting the State of Vermont and DUs in providing training, reporting and promotion of the State Incentive Program.

To establish the cooperative partnership necessary to coordinate the roles of State Incentive Program implementation **the DUs supporting this program will:**

- Provide incentive payments to Dealer for eligible Electric Vehicle sales and leases (as specified in “Eligibility Requirements” below) according to the following schedule:

Vehicle Type	Incentive For \$92,493 Household Income or Less (160% of Median Income)	Larger Incentive for Lower Income Households (Weatherization Eligible)
Plug-in Hybrid Electric Vehicle	\$1,500	\$4,000
All-Electric Vehicle	\$2,500	\$5,000

- Provide payment on Dealer invoices for eligible EV sales and leases within 45 days of receipt.

VEIC will:

- Provide training opportunities for Dealers to learn about the incentive program.
- Notify dealerships of the official State incentive program launch date set by VTrans in December 2019.
- Promote the incentive program and participating dealerships on the Drive Electric Vermont website.
- Notify the DUs and participating dealers that dealers must obtain advance email authorization from VEIC before providing a point-of-sale or -lease incentive when the State Incentive Program remaining funds reach \$200,000 and the sunset process is triggered. VEIC will also post a notice on its DEV webpage for the statewide PEV incentive program alerting applicants that remaining funding is limited.

Dealer agrees to:

- Ensure that all vehicle sales under the State Incentive Program meet the following Eligibility Requirements:
 - **The vehicle must be purchased or or after the official launch date set by VTrans in December 2019;**
 - The purchaser must be an individual who resides in Vermont;
 - Limit of one incentive per household;
 - The vehicle must be registered in Vermont at the time of purchase;
 - The vehicle must be on the list of eligible plug-in electric vehicles provided in Table 3 of the State of Vermont Plug-in Electric Vehicle Incentive Program Guidelines;
 - The vehicle must be sold or leased as new and not previously registered; and
 - Leases are eligible for the State incentive program if they are for a term of 24 months or longer.
- Provide the appropriate incentive amount to the purchase/lease down payment at time of sale/lease, making customer aware the State Incentive Program was responsible.
- Provide the following required documentation to the DU serving the customer and VEIC upon sale or lease of an eligible plug-in electric vehicle:
 1. **A STATE INCENTIVE PROGRAM application** with all required information filled in.
 2. **A copy of proof of purchase of the plug-in electric vehicle** – either the purchase or lease agreement, or an invoice from the Dealer indicating a zero balance due and receipt of payment in full. The purchase/lease contract must clearly list the full State Incentive Program amount applied to the down payment of the vehicle.
 3. **A copy of a valid Vermont registration for the plug-in electric vehicle**, with the name(s) appearing on the registration matching the name(s) of the Purchaser(s) on the invoice or bill of sale.
 4. **A copy of a valid Vermont driver's license for the Purchaser.**
- Submit incentive applications to DU(s) and VEIC within 15 days of sale.
- Submit monthly invoices to DU(s) reflecting total incentive amounts due for reimbursement from each DU. A suggested invoicing template is provided as Appendix E of the Program Guidelines.
- Be responsible for any tax issues associated with payment of incentives.

Dealership Information

Dealership Name (“Participating Dealership”): _____

Dealership Web Site: _____

Primary Dealership Management Contact for this Program

Name: _____

Title: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Term of Agreement

This Agreement is effective from the date of signing through December 31, 2020, or until all of the available funding for the State Incentive Program is exhausted, whichever occurs first.

The Dealership may cancel this Agreement for any reason at any time prior to the expiration date by issuing written notice to VEIC no less than **15** days before the proposed termination date. Termination of the Agreement will not affect payment of incentives to DEALER for eligible Electric Vehicle sales and leases that predate such termination date.

DEALER

Name of Authorized Dealer Signatory _____

Title _____

_____ Date: _____

Signature