



CLEAN VEHICLE  
REBATE PROJECT™



Center for  
Sustainable  
Energy™

# CVRP Sample Supporting Documents

Last Versioned: December 2022

# CVRP Sample Supporting Documents

## Contents

How can I avoid common submission mistakes?.....	2
California Driver’s License.....	3
Proof of Registration.....	4
Sample 1 – Application for Registration of New Vehicle (REG 397) .....	5
Sample 2 – New Vehicle Dealer Notice (Temporary Registration) .....	6
Sample 3 – Permanent Registration (Registration Card) .....	7
Sample 4 – Permanent Registration (Registration Card) .....	7
Sample 5 – Permanent Registration (Registration Card) .....	8
Sample 6 – Permanent Registration (Registration Card) .....	9
Not Acceptable – Vehicle/Vessel Transfer and Reassignment Form.....	10
Not Acceptable – DMV File Copy .....	11
Complete Vehicle Purchase/Lease Agreement.....	12
Proof of Income (if selected for income verification).....	13
Sample – IRS Form 4506-C.....	14
Proof of California Business .....	15
Tesla: Complete Vehicle Purchase Agreement.....	16
Acceptable Tesla document combinations:.....	16
Sample 1 – Retail Installment Contract .....	17
Sample 2 – Lease Agreement.....	18
Sample 3 – Motor Vehicle Purchase Agreement – Final Price Sheet.....	19
Sample 4 – Motor Vehicle Purchase Agreement: Vehicle Configuration .....	20
Sample 5 – Delivery Declaration and Due Bill.....	21
Sample 6 – Tesla Terms & Conditions.....	22

# CVRP Sample Supporting Documents

## How can I avoid common submission mistakes?

Submitting incomplete or incorrect supporting documents is the most common reason that CVRP applications are rejected. We are happy to help you resubmit corrected supporting documents, but rejected applications take longer to process, delay approval, and may even result in having your application cancelled. Use this checklist to help avoid the most common mistakes.

### California Driver's License

- ✓ My driver's license is not expired.
- ✓ I can read all information.
- ✓ I can see my entire driver's license. ([More information](#))

### Proof of Registration

- ✓ All information is visible on my registration.
- ✓ If I am submitting my temporary registration, I have unfolded it so that my name and address are visible. ([More information](#))

### Purchase/Lease Agreement

- ✓ My purchase/lease agreement copy is complete from top to bottom, with no missing lines, sections, or pages.
- ✓ If I have a long purchase agreement, I've taken several scans and overlapped them so that some information is duplicated on each page. ([More information](#))

### Proof of Income (only if selected for Income Verification)

- ✓ All applicable sections are completed. ([More information](#))
- ✓ Prefilled data has not been edited.
- ✓ One form has been submitted for each household member 18+ (**if applicable**)

### All my supporting documents are:

- ✓ Complete – Portions of my document are not cut off or missing.
- ✓ Legible – I can read all information.
- ✓ Correct – I've viewed examples of correct supporting documents.

# CVRP Sample Supporting Documents

## California Driver's License

- ✓ The name on your driver's license must match the name on the application form.
- ✓ The address on your driver's license does not need to match the address on your application form.
- ✓ Your driver's license must be current at the time of application (not expired).
- ✓ Please submit a complete, clear, and legible scan/photo of your driver's license with all details visible.

### Samples:



*The back of your driver's license does not need to be submitted:*



# CVRP Sample Supporting Documents

## Proof of Registration

- ✓ Satisfactory proof of vehicle registration includes temporary or permanent registration.
- ✓ Your registration must be current at the time of application (not expired).
- ✓ Please submit a complete, clear and legible scan/photo of your proof of registration with all sections visible.

**Please see samples of acceptable registrations on the following pages.**

Note: Vehicle/Vessel Transfer Form and DMV File Copy are not an acceptable proof of registration. Samples of unacceptable registrations are on the following pages.

# CVRP Sample Supporting Documents



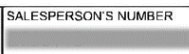
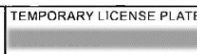

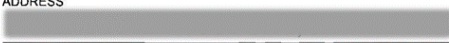
## Sample 1 - Application for Registration of New Vehicle (REG 397)

<b>APPLICATION FOR REGISTRATION OF NEW VEHICLE</b> FOR DEPARTMENT USE ONLY						CASHIER DATE LINE STAMP
DATE FIRST SOLD AS A NEW VEHICLE (MMDD/YYYY) 03/13/2019		DATE FIRST OPERATED (MMDD/YYYY) 03/13/2019		NRMIND NO	TEMPORARY LICENSE PLATE NUMBER	
MAKE Tesla	YEAR MODEL 2018 3	BODY TYPE 4D	MOTIVE POWER Electric	NUMBER OF AXLES 2	UNLADEN WEIGHT	
VEHICLE IDENTIFICATION NUMBER		MIC ENGINE NUMBER OR ADDITIONAL IDENTIFICATION NUMBER		OHV/MOTORCYCLE DEALERS ONLY <input type="checkbox"/> On-Highway <input type="checkbox"/> Off-Highway		
FOR CAMP TRAILERS AND TRAILER COACHES		LENGTH IN INCHES	WIDTH IN INCHES	GVWR (PICKUPS ONLY)	COUNTY OF RESIDENCE San Mateo	
SOLD TO: PRINT TRUE FULL NAME AS IT APPEARS ON THE DRIVER LICENSE OR ID CARD IN THE ORDER SHOWN BELOW				EQUIPMENT NUMBER	DRIVER LICENSE/ID CARD NO.	
(1)	LAST	FIRST	MIDDLE	SUFFIX	DRIVER LICENSE/ID CARD NO.	
<input type="checkbox"/> AND	<input checked="" type="checkbox"/> OR (2)					
BUSINESS OR RESIDENCE ADDRESS			APT./STE. NO.	CITY REDWOOD CITY	STATE CA	ZIP CODE
MAILING ADDRESS—IF DIFFERENT FROM ABOVE (OR LOCATION IF TRAILER COACH)			APT./STE. NO.	CITY	STATE	ZIP CODE
LIENHOLDER OR LEGAL OWNER—PRINT TRUE FULL NAME (IF NONE, MUST PRINT "NONE" AND INITIAL) Wells Fargo Auto					ELECTRONIC LIENHOLDER ID.# ELT#	
BUSINESS OR RESIDENCE ADDRESS PO Box 99517			APT./STE. NO.	CITY Sacramento	STATE CA	ZIP CODE 95899
LESSEE ADDRESS—REQUIRED WHEN DIFFERENT FROM REGISTERED OWNER ABOVE			APT./STE. NO.	CITY	STATE	ZIP CODE
If a passenger vehicle, will it be used for hire or to provide a service of transporting passengers in conjunction with a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No						
<b>APPLICANT'S CERTIFICATION: I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.</b>						
DATE 03/13/2019	(1)	(2)				
<b>CERTIFICATE OF COST</b> —The dealer signing the certification certifies under penalty of perjury under the laws of the State of California that the cost of the vehicle entered in the Certificate of Cost includes the cost of any equipment that is physically attached to the vehicle, plus any trade-in allowances (exclude state or local taxes, insurance and finance charges).						
			DATE PURCHASED/ACQUIRED 03/13/2019		COST \$60,150.00	
A — Cost of vehicle purchased as a: <input checked="" type="checkbox"/> Complete vehicle <input type="checkbox"/> Chassis only <input type="checkbox"/> Cab and chassis						
B — Cost of trailer coach including all permanently attached items (wall to wall carpeting, factory air conditioning, built-in appliances, etc.).						
<b>ODOMETER DISCLOSURE STATEMENT</b>						
Federal and state law requires that you state the mileage upon transfer of ownership. Failure to complete or making a false statement may result in fines and/or imprisonment. The odometer reading is 0000721 (no tenths) miles, and to the best of my knowledge reflects the ACTUAL mileage unless one of the following statements is checked.						
						DEALER'S NUMBER 68106
<b>WARNING</b> — <input type="checkbox"/> is NOT the actual mileage. <input type="checkbox"/> Mileage EXCEEDS the odometer mechanical limits.						
<b>I/we certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.</b>						
DATE 03/13/2019	SIGNATURE OF SELLER OR COMPANY AGENT		HAND PRINTED SELLER'S FULL NAME/COMPANY AGENT TESLA MOTORS INC	ADDRESS 6900 Diamond Cir Fremont, CA 94555		
DATE 03/13/2019	SIGNATURE OF BUYER OR COMPANY AGENT		HAND PRINTED BUYER'S FULL NAME/COMPANY AGENT	ADDRESS		
REG 397 (REV. 1/2019) <span style="float: right;">- DMV copy -</span>						
<b>NEW VEHICLE DEALER NOTICE TEMPORARY IDENTIFICATION</b> (Must be affixed to the vehicle before delivery to the purchaser)						
MAKE Tesla	BODY TYPE 4D	VEHICLE IDENTIFICATION NUMBER				
DATE FIRST SOLD AS A NEW VEHICLE (MMDD/YYYY) 03/13/2019	DEALER'S NUMBER 68106	SALESPERSON'S NUMBER S835773		TEMPORARY LICENSE PLATE NUMBER		
SOLD TO: PRINT TRUE FULL NAME(S)						
ADDRESS						
NOTE: UPON TRANSFER OR SALE, DEALER MUST ENTER ODOMETER READING HERE: 0000721						
IMPORTANT! ENTER BOTH DEALER'S AND SALESPERSON'S NUMBERS. This is a notice of purchase of vehicle. Do not use as an application for registration or title.						
REG 397 (REV. 1/2019)						

# CVRP Sample Supporting Documents

## Sample 2 – New Vehicle Dealer Notice (Temporary Registration)

This registration is usually found in your windshield. Please be sure to unfold the registration so we can see all parts in your scan.

NEW VEHICLE DEALER NOTICE TEMPORARY IDENTIFICATION (Must be affixed to the vehicle before delivery to the purchaser)				
 A Public Service Agency	VEHICLE IDENTIFICATION NUMBER			
MAKE Tesla	BODY TYPE 4D			
DATE FIRST SOLD AS A NEW VEHICLE (MM/DD/YYYY) 03/13/2019	DEALER'S NUMBER 68106	SALESPERSON'S NUMBER 	TEMPORARY LICENSE PLATE NUMBER 	
SOLD TO: PRINT TRUE FULL NAME(S) 				
ADDRESS 				
NOTE: UPON TRANSFER OR SALE, DEALER MUST ENTER ODOMETER READING HERE:		IMPORTANT! ENTER BOTH DEALER'S AND SALESPERSON'S NUMBERS. This is a notice of purchase of vehicle. Do not use as an application for registration or title.		
0 0 0, 7 2 1				
REG 397 (REV. 1/2019)				

# CVRP Sample Supporting Documents

## Sample 3 - Permanent Registration (Registration Card)

STATE OF CALIFORNIA - DEPARTMENT OF MOTOR VEHICLES										VALIDATED REGISTRATION CARD		
TYPE VEHICLE USE <b>AUTOMOBILE</b>		REGISTRATION VALID FROM <b>07/12/2020 TO 07/14/2021</b>			TYPE <b>11</b>	LICENSE NUMBER [REDACTED]		ENGINE NUMBER			<b>STICKER INSTRUCTIONS</b> 1) CLEAN SURFACE - SCRAPER OFF ACCUMULATED STICKERS (WILL NOT STICK IF WET OR DIRTY) 2) PEEL STICKER FROM BACKING BY BENDING SHEET AT "PEEL HERE" LINE 3) PLACE STICKER ON REAR PLATE AS SHOWN BELOW  EXCEPT TRUCK TRACTORS AND COMMERCIAL VEHICLES WITH A DECLARED GROSS VEHICLE WEIGHT OF 10,000 LBS. OR MORE, MUST APPLY STICKER TO FRONT PLATE.	
VEHICLE IDENTIFICATION NUMBER [REDACTED]		MAKE <b>TSMR</b>	VLF CLASS <b>NQ</b>		YR [REDACTED]	YR MODEL <b>2020</b>	TYPE VEH <b>140</b>	DATE ISSUED <b>08/03/2020</b>				
BODY TYPE MODEL <b>4D</b>		YEAR FIRST SOLD <b>2020</b>		MP <b>E</b>	AXLE <b>4</b>	WC <b>4</b>	UNLADEN/G/GW <b>4</b>	TOTAL FEES PAID <b>\$ 592.00</b>		CC/ALCO <b>19</b>		
STICKER ISSUED [REDACTED]		PRIOR HISTORY		PIC <b>4</b>		DATE FEES RECEIVED <b>08/03/2020</b>		OFFICE/TECH ID/SEG <b>VB3AR 0013</b>		MISC/EQ NO		


  

**REGISTERED OWNER**

[REDACTED]

LOS ANGELES CA 90057  
**LIENHOLDER**  
 WELLS FARGO AUTO  
 PO BX 997517

SACRAMENTO CA 95899




W 00000  
 R 00059  
 L 00330

CALIFORNIA

[REDACTED]

YEAR \_\_\_\_\_  
In Top Right Corner

MONTH \_\_\_\_\_  
In Top Left Corner



(Important Instructions on Reverse Side)

## Sample 4 - Permanent Registration (Registration Card)

UTO		REGISTRATION VALID FROM <b>04/26/2020 TO 04/26/2021</b>			TYPE <b>11</b>	LICENSE NUMBER [REDACTED]					
VEHICLE IDENTIFICATION NUMBER [REDACTED]		MAKE <b>HOND</b>									
BODY TYPE MODEL <b>4D</b>		CYLS. <b>00/00/2019</b>	DATE FIRST SOLD <b>00/00/2019</b>	CLASS <b>HX</b>	YR <b>2018</b>	Yr. Model <b>2018</b>					
DATE ISSUED <b>04/16/2020</b>		TYPE VEH. <b>120</b>	MP <b>Q</b>	AX <b>Q</b>	WC <b>Q</b>	UNLADEN/G/GW <b>4</b>	TOTAL FEES PAID <b>\$415</b>		<b>3900</b>		


  

**REGISTERED**

[REDACTED]

[REDACTED]

[REDACTED]



**PATELCO CRDT UN**  
**5050 HOPYARD ROAD 16**

**PLEASANTON**

**0**

**L0176**

**94588**

[REDACTED]

STATE OF CALIFORNIA  
 DEPARTMENT OF MOTOR VEHICLES  
**VALIDATED REGISTRATION CARD**

READ REVERSE SIDE - IMPORTANT INSTRUCTIONS

B



# CVRP Sample Supporting Documents

## Sample 5 - Permanent Registration (Registration Card)

THIS VALIDATED REGISTRATION CARD OR A FACSIMILE COPY IS TO BE KEPT WITH THE VEHICLE FOR WHICH IT IS ISSUED. THIS REQUIREMENT DOES NOT APPLY WHEN THE VEHICLE IS LEFT UNATTENDED. IT NEED NOT BE DISPLAYED. PRESENT IT TO ANY PEACE OFFICER UPON DEMAND. IF YOU DO NOT RECEIVE A RENEWAL NOTICE, USE THIS FORM TO PAY YOUR RENEWAL FEES OR NOTIFY THE DEPARTMENT OF MOTOR VEHICLES OF THE PLANNED NON-OPERATIONAL STATUS (PNO) OF A STORED VEHICLE. RENEWAL FEES MUST BE PAID ON OR BEFORE THE REGISTRATION EXPIRATION DATE OR PENALTIES WILL BE DUE PURSUANT TO CALIFORNIA VEHICLE CODE SECTIONS 9552 - 9554.

EVIDENCE OF LIABILITY INSURANCE FROM YOUR INSURANCE COMPANY MUST BE PROVIDED TO THE DEPARTMENT WITH THE PAYMENT OF RENEWAL FEES. EVIDENCE OF LIABILITY INSURANCE IS NOT REQUIRED WITH REGISTRATION RENEWAL OF OFF-HIGHWAY VEHICLES, TRAILERS, VESSELS, OR IF YOU FILE A PNO ON THE VEHICLE.

WHEN WRITING TO DMV, ALWAYS GIVE YOUR FULL NAME, PRESENT ADDRESS, AND THE VEHICLE MAKE, LICENSE, AND IDENTIFICATION NUMBERS.

\*\*\*\*\* DO NOT DETACH - REGISTERED OWNER INFORMATION \*\*\*\*\*



REGISTRATION CARD VALID FROM: 02/29/2020 TO: 03/02/2021

MAKE	YR MODEL	YR 1ST SOLD	VLF CLASS	TYPE VEH	TYPE LIC	LICENSE NUMBER
KIA	2019	2020	KE	140	11	[REDACTED]
BODY TYPE MODEL	MP	MO				VEHICLE ID NUMBER
UT	E	BC				[REDACTED]
TYPE VEHICLE USE	DATE ISSUED	CC/ALCO	DT FEE RECVD	PIC		STICKER ISSUED
AUTOMOBILE	03/20/20	07	03/20/20	4		[REDACTED]

REGISTERED OWNER

[REDACTED]

AMOUNT PAID  
\$ 496.00

AMOUNT DUE	AMOUNT RECVD
\$ 496.00	CASH : CHCK : 496.00 CRDT :

EL SOBRANTE  
CA 94803


LIENHOLDER  
REDWOOD CU  
PO BX 6104

SANTA ROSA  
CA 95406

A00 VC9 J9 0049600 0009 CS A00 032020 11 [REDACTED] 895

# CVRP Sample Supporting Documents

## Sample 6 - Permanent Registration (Registration Card)





STATE OF CALIFORNIA  
**DMV**  
DEPARTMENT OF MOTOR VEHICLES

**AUTOMOBILE  
REGISTRATION  
CARD  
VALID FROM**

**06/02/2015 TO 06/02/2016**

REGISTERED OWNER

LICENSE NUMBER	
YEAR MODEL	MAKE
<b>2014</b>	<b>BMW</b>


  

Vehicle Identification Number			
Body Type	Type Veh	Type Lic	
4H	12	11	
MP	Axles	UNLADEN/G/CGW	WC
Q			

Year First Sold	VLF Class
2014	PB
Date Issued	* Year
10/10/2015	
County Code	Fees Paid
30	NO FEE

**IMPORTANT:** This card or facsimile copy shall be kept in the vehicle for which it is issued. This requirement does not apply when the vehicle is left unattended. It need not be displayed, however, it must be presented to any peace officer upon demand.



MO	Clearance #	PC
WX	A47151002 Z10065Z0100000	M


1. You should already have a current year sticker on your vehicle. However, if you have not received your sticker within 30 days of paying your renewal fees, please contact DMV at 1-800-777-0133.
2. If you do not receive a renewal notice, contact DMV. You must do this on or before the vehicle expiration date or penalties will be due in accordance with Vehicle Code Sections 9552-9554. If you are cited for not registering your vehicle, the court may impose a fine.
3. When writing to DMV, always give your full name, present address, vehicle make, license plate and vehicle identification numbers.
4. Immediately notify DMV by mail or in person on the proper forms when:
  - You change your address.
  - You sell your vehicle.
  - You are involved in an accident (whether or not it was your fault) when the damage is over \$750, any bodily injury or death.

For more information, visit our website at [www.dmv.ca.gov](http://www.dmv.ca.gov) or call 1-800-777-0133.

IMPORTANT: California law requires that every driver or owner of a vehicle shall maintain liability insurance or another form of financial responsibility at all times. Written evidence of liability insurance must be carried in each vehicle and presented upon request to a peace officer or if you are involved in an automobile accident.

# CVRP Sample Supporting Documents

## Not Acceptable – Vehicle/Vessel Transfer and Reassignment Form



**VEHICLE/VESSEL TRANSFER AND REASSIGNMENT FORM**

**INSTRUCTIONS ON REVERSE SIDE — ALL SIGNATURES MUST BE IN INK — PHOTOCOPIES NOT ACCEPTED**

*This form is not the ownership certificate. It must accompany the titling document or Application for Duplicate Title. For Car Buyer's Bill of Rights, visit [www.dmv.ca.gov](http://www.dmv.ca.gov).*

ACQUISITION NUMBER (DEMANTLER ONLY)

---

VEHICLE/VESSEL ID

**SECTION 1 — VEHICLE/VESSEL DESCRIPTION**

IDENTIFICATION NUMBER	YEAR MODEL	MAKE	LICENSE PLATE/CFNO.	MOTORCYCLE ENGINE NUMBER
[REDACTED]	2020	TESLA		

---

BILL OF SALE

**SECTION 2 — BILL OF SALE**

I/We TESLA MOTORS, INC PRINT SELLER'S NAME(S) sell, transfer, and deliver the above vehicle/vessel to [REDACTED] PRINT BUYER'S NAME(S) on    MO    DAY    YEAR for the amount of \$3,290.00 (SELLING PRICE)

If this was a gift, indicate relationship:    (e.g., parents, spouse, friend, etc.) \$    (GIFT VALUE)

---

ODOMETER

**SECTION 3 — ODOMETER DISCLOSURE STATEMENT (Void if Mileage is Altered or Erased)**

*Federal and State Law requires that you state the mileage upon transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.*

The odometer now reads 0 0 1 5 to the nearest 100 miles (not    to the nearest 10 miles) and to the best of my knowledge reflects the **ACTUAL** mileage traveled since the last odometer disclosure. **ODOMETER DISCLOSURE**

Odometer reading is **NOT** the actual mileage traveled since the last odometer disclosure.  Odometer reading **EXCEEDS** the odometer mechanical limits.

Explain odometer discrepancy:

---

BUYER

**SECTION 4 — BUYER AND SELLER (MUST BE COMPLETED BY BUYER, date and sign this section.)**

*I acknowledge the odometer reading and the fact that the odometer is accurate. I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.*

<small>PRINT BUYER'S NAME</small> [REDACTED]	<small>DATE</small> /  /	<small>DL/D OF DEALER/DISM #</small> [REDACTED]
<small>PRINT BUYER'S NAME</small> 	<small>DATE</small> /  /	<small>DL/D OF DEALER/DISM #</small> 
<small>PRINT BUYER'S NAME</small> 	<small>DATE</small> /  /	<small>DL/D OF DEALER/DISM #</small> 
<small>BUYER'S MAILING ADDRESS</small> [REDACTED]	<small>CITY</small> 	<small>ZIP CODE</small> 
	<small>STATE</small> 	<small>DAYTIME TELEPHONE NO.</small> 

---

SELLER

**SELLER'S SECTION**

*I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.*

<small>PRINT SELLER'S NAME</small> TESLA MOTORS, INC	<small>SIGNATURE</small> X	<small>DATE</small> /  /	<small>DL/D OF DEALER/DISM #</small> 68106
<small>PRINT SELLER'S NAME</small> 	<small>SIGNATURE</small> X	<small>DATE</small> /  /	<small>DL/D OF DEALER/DISM #</small> 
<small>PRINT SELLER'S NAME</small> 	<small>SIGNATURE</small> X	<small>DATE</small> /  /	<small>DL/D OF DEALER/DISM #</small> 
<small>SELLER'S MAILING ADDRESS</small> 45500 FREMONT BLVD.	<small>CITY</small> FREMONT	<small>STATE</small> CA	<small>ZIP CODE</small> 94538
			<small>DAYTIME TELEPHONE NO.</small> (850) 681-5000

---

POWER OF ATTORNEY

**SECTION 5 — POWER OF ATTORNEY**

I/We [REDACTED] PRINT NAME(S) appoint TESLA MOTORS, INC PRINT NAME(S) as my attorney in fact, to complete all necessary documents, as needed, to transfer ownership as required by law.


<small>SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY</small> X	<small>DATE</small> /  /
<small>SIGNATURE REQUIRED BY PERSON APPOINTING POWER OF ATTORNEY</small> X	<small>DATE</small> /  /

REG 202 (REV. 10/2011)

# CVRP Sample Supporting Documents

Not Acceptable – DMV File Copy

\*\*\* DMV FILE COPY \*\*\* 15



1 1 8 P T S 1 9 0 2 1 8 2 0 1 3 4 A 0 0 4

OWNERSHIP/REGISTRATION (R)

MAKE YR MODEL YR 1ST SOLD VLF CLASS TYPE VEH TL: 11 LIC: [REDACTED]  
TOYOT 2020 2020 JF 110 EXP DT: 05/12/2021

BODY TYPE MODEL MP MO DATE ISSU ALCO DT PIC VEHICLE ID NUMBER  
4H Q BE 05/13/20 [REDACTED] 4 [REDACTED]

TYPE VEHICLE USE  
AUTOMOBILE

REGISTERED OWNER [REDACTED] P  
P\* DUE AMOUNT RECVD  
A 00 CASH : 060 6.00

ROWLAND HGHTS CHCK : 434.00 061 8.00  
CA 91748 CRDT : 085 6.00  
086 1.00  
001 59.00 100 3.00  
002 27.00 154 2.00  
LIENHOLDER 004 206.00 316 107.00  
TOYOTA MTR CRDT CORP 008 1.00 464 1.00  
PO BX 105386 031 1.00  
000000011 A 039 6.00

ATLANTA ODOM RDG/CODE  
GA 30348 A00 051320 A00 051320 11 [REDACTED] 218  
VD5 J1 0015 0043400 CS

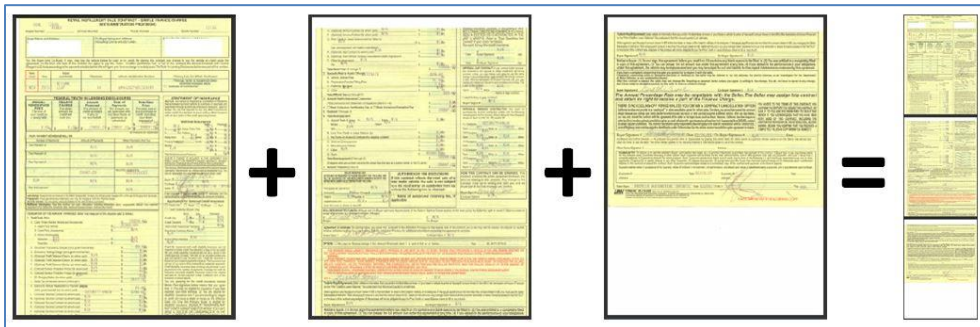
# CVRP Sample Supporting Documents

## Complete Vehicle Purchase/Lease Agreement

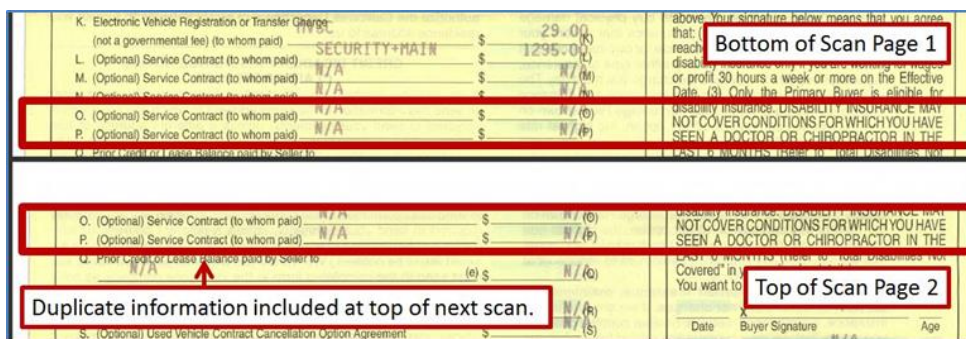
- ✓ Please submit a complete, clear and legible scan/photo with all details visible.
- ✓ The copy of your purchase/lease agreement must be a final copy (executed and signed). Review or pro-forma copies are not accepted.
- ✓ Purchase/lease agreements look different depending on the dealership and the automaker.
- ✓ The paper size of your purchase/lease agreement may be longer than a normal sheet of paper. Please scan your purchase/lease agreement so that no sections are cut off.\*
- ✓ Please include all pages of your purchase/lease agreement.

### \*Long Purchase/Lease Agreement?

If you have a long purchase/lease agreement, you will need to take several scans and combine the separate scans into one file.



We recommend overlapping your scans so that some information is duplicated on each page:



# CVRP Sample Supporting Documents

## Proof of Income (if selected for income verification)

### Standard Rebate Applicants:

- ✓ Standard rebate applicants selected\* for income verification must submit IRS Form 4506-C, Request for Transcript of Tax Return, as proof of income.

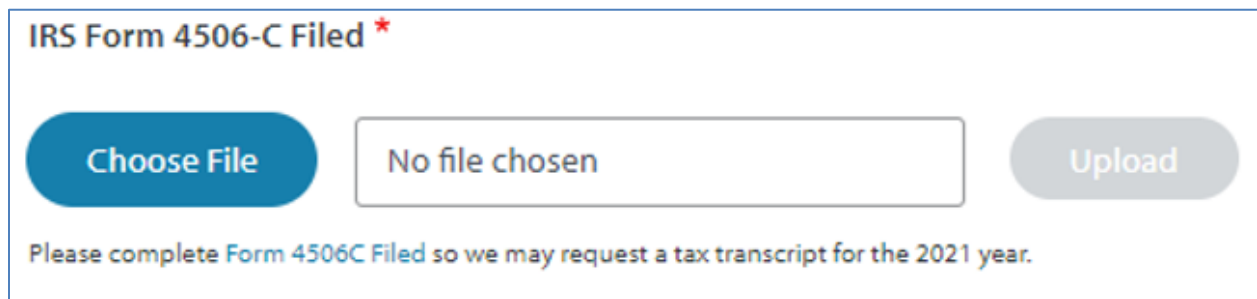
### Increased Rebate Applicants:

- ✓ Increased rebate applicants selected\* for income verification must submit:
  - A completed IRS Form 4506-C **for every** household member aged 18 and older
- ✓ Additional documentation may be requested to provide complete details on income and household size.

### Important:

- ✓ It is not necessary to submit proof of income unless you have been selected for income verification.
- ✓ A sample of IRS Form 4506-C is on the following page.

\*Applications are *usually* selected for income verification when you apply. If you've been selected, you will see a place to upload Proof of Income on your My Application page after you complete your online application:



IRS Form 4506-C Filed \*

Choose File No file chosen Upload

Please complete Form 4506C Filed so we may request a tax transcript for the 2021 year.

Applications may also be selected for income verification later in our review process. If you are selected at a later time, we will send you an email with directions.

# CVRP Sample Supporting Documents

## Sample - IRS Form 4506-C

- ✓ Note: Only applicants selected for Income Verification need to complete this form.
- ✓ CVRP has the prefilled version of this form located at [cleanvehiclerebate.org/4506c](http://cleanvehiclerebate.org/4506c).
- ✓ All highlighted portions must be filled out.
- ✓ Please submit a complete, clear, and legible scan/photo with all details visible.

Form <b>4506-C</b> (October 2022)	Department of the Treasury - Internal Revenue Service <b>IVES Request for Transcript of Tax Return</b>	OMB Number 1545-1872			
Do not sign this form unless all applicable lines have been completed. Request may be rejected if the form is incomplete or illegible. For more information about Form 4506-C, visit <a href="http://www.irs.gov">www.irs.gov</a> and search IVES.					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3" style="border: 1px solid blue; padding: 2px;"><b>1. Fill out all applicable sections</b></td> </tr> </table>			<b>1. Fill out all applicable sections</b>		
<b>1. Fill out all applicable sections</b>					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3" style="border: 1px solid red; padding: 2px;"><b>2. Do not edit prefilled information</b></td> </tr> </table>			<b>2. Do not edit prefilled information</b>		
<b>2. Do not edit prefilled information</b>					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3" style="border: 1px solid blue; padding: 2px;"><b>3. Fill out all applicable sections</b></td> </tr> </table>			<b>3. Fill out all applicable sections</b>		
<b>3. Fill out all applicable sections</b>					

**Form 4506-C (October 2022)** Department of the Treasury - Internal Revenue Service **IVES Request for Transcript of Tax Return** OMB Number 1545-1872

Do not sign this form unless all applicable lines have been completed.  
Request may be rejected if the form is incomplete or illegible.  
For more information about Form 4506-C, visit [www.irs.gov](http://www.irs.gov) and search IVES.

<b>1. Current name</b>			<b>2a. Spouse's current name (if joint return and transcripts are requested for both taxpayers)</b>		
I. First name	II. Middle Initial	III. Last name	I. First name	II. Middle Initial	III. Spouse's last name
<b>1b. Spouse's taxpayer identification number (if joint return and transcripts are requested for both taxpayers)</b>					
<b>1c. Previous name shown on the last return filed if different from line 1a</b>			<b>2c. Spouse's previous name shown on the last return filed if different from line 2a</b>		
I. First name	II. Middle Initial	III. Last name	I. First name	II. Middle Initial	III. Last name
<b>3. Current address (including apt., room, or suite no.), city, state, and ZIP code (see instructions)</b>					
<b>a. Street address (including apt., room, or suite no.)</b>		<b>b. City</b>	<b>c. State</b>	<b>d. ZIP code</b>	
<b>4. Previous address shown on the last return filed if different from line 3 (see instructions)</b>					
<b>a. Street address (including apt., room, or suite no.)</b>		<b>b. City</b>	<b>c. State</b>	<b>d. ZIP code</b>	
<b>5. IVES participant name, ID number, SOR mailbox ID, and address</b>					
<b>I. IVES participant name</b> Center for Sustainable Energy		<b>II. IVES participant ID number</b> 0000303607		<b>III. SOR mailbox ID</b>	
<b>IV. City</b> San Diego	<b>VI. State</b> CA	<b>VII. ZIP code</b> 92110			
<b>5d. Client name, telephone number, and address (this field cannot be blank or not applicable (NA))</b>					
<b>I. Client name</b> Center for Sustainable Energy			<b>II. Telephone number</b> 858-244-1177		
<b>III. Street address (including apt., room, or suite no.)</b> 3980 Sherman Street, Suite 170		<b>IV. City</b> San Diego	<b>V. State</b> CA	<b>VI. ZIP code</b> 92110	
<b>Caution:</b> This tax transcript is being sent to the third party entered on Line 5a and/or 5d. Ensure that lines 5 through 8 are completed before signing. (see instructions)					
<b>6. Transcript requested.</b> Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request for line 6 transcripts <b>1040</b>					
<b>a. Return Transcript</b> <input checked="" type="checkbox"/>		<b>b. Account Transcript</b> <input type="checkbox"/>		<b>c. Record of Account</b> <input type="checkbox"/>	
<b>7. Wage and income transcript (W-2, 1098-E, 1099-G, etc.)</b> <input type="checkbox"/>					
<b>a.</b> Enter a max of three form numbers here; if no entry is made, all forms will be sent.					
<b>b.</b> Mark the checkbox for taxpayer(s) requesting the wage and income transcripts. If no box is checked, transcripts will be provided for all listed taxpayers					
Line 1a <input type="checkbox"/>		Line 2a <input type="checkbox"/>			
<b>8. Year or period requested.</b> Enter the ending date of the tax year or period using the mm dd yyyy format (see instructions) <b>12 / 31 / 2022</b>					
<b>Caution:</b> Do not sign this form unless all applicable lines have been completed.					
<b>Signature of taxpayer(s).</b> I declare that I am either the taxpayer whose name is shown on line 1a or, if applicable, line 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign; however, if both spouses' names and TINs are listed in lines 1a-1b and 2a-2b, both spouses must sign the request. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-C on behalf of the taxpayer. <b>Note:</b> This form must be received by IRS within 120 days of the signature date.					
<input checked="" type="checkbox"/> Signatory agrees that he/she has read the above attention orders and upon reading declares that he/she has the authority to sign the Form 4506-C (see instructions)					
<b>Signature for Line 1a (see instructions)</b>			<b>Date</b>	<b>Phone number of taxpayer on line 1a or 2a</b>	
<b>Print/Type name</b>			<input type="checkbox"/> Signatory confirms document was electronically signed		
<b>Sign Here</b>					
<b>Title (if line 1a above is a corporation, partnership, estate, or trust)</b>					
<b>Spouse's signature (required if listed on Line 2a)</b>				<b>Date</b>	
<input checked="" type="checkbox"/> Form 4506-C was signed by an Authorized Representative			<input type="checkbox"/> Signatory confirms document was electronically signed		
<b>Print/Type name</b>					

Catalog Number 72627P [www.irs.gov](http://www.irs.gov) Form **4506-C** (Rev. 10-2022)  
For Privacy Act and Paperwork Reduction Act Notice, see page 2.

# CVRP Sample Supporting Documents

## Proof of California Business

- ✓ We can accept a copy of the formation document filed with the California Secretary of State (Articles of Incorporation, Articles of Organization, Statement of Information, etc.), California business license, or California business tax paid certificate as proof of California business.
- ✓ Please submit a complete, clear and legible scan/photo of your document with all details visible.

### Samples:

ARTICLES OF INCORPORATION  
OF  
[REDACTED]

ENDORSED-FILED  
IN THE OFFICE OF THE  
SECRETARY OF STATE  
OF THE STATE OF CALIFORNIA  
MAY -4 2001 ✓

ARTICLE I  
The name of this corporation is:  
[REDACTED]


ARTICLE II  
The purpose of the corporation is to engage in the [REDACTED] profession of law and any other lawful activities (other than the banking or trust company business) not prohibited to a corporation engaging in such profession by applicable laws and regulations.

ARTICLE III  
This Corporation is a Professional Corporation within the meaning of Part 4 of Division 3 of Title 1 of the California Corporation Code.

ARTICLE IV  
The name and complete business address in the State of California of this corporation's initial agent for service of process is:  
[REDACTED]

ARTICLE V  
This corporation is authorized to issue only one class of shares, which shall be designated as "common" shares, no par value per share. The total number of shares which this corporation is authorized to issue is One Thousand (1,000).

ARTICLE VI  
(a) The liability of directors of the corporation for monetary damages shall be eliminated to the fullest extent permissible under California law.  
(b) The corporation is authorized to provide indemnification of agents (as defined in Section 317 of the California Corporations Code) through Bylaw provisions, agreements with agents, vote of shareholders or disinterested directors, or otherwise, to the fullest extent permissible under California law.  
(c) Any amendment, repeal or modification of any provision of this Article V shall not adversely affect any right or protection of an agent of this corporation existing at the time of such amendment, repeal or modification.



\*\*\*\*\* HOLD HERE AND DISPLAY IN A PROMINENT LOCATION \*\*\*\*\*

CITY OF MOUNTAIN VIEW  
800 CASTRO STREET  
MOUNTAIN VIEW, CA 94041  
(650) 903-6317

POST IN A CONSPICUOUS PLACE  
THIS LICENSE IS NOT TRANSFERABLE,  
REFUNDABLE OR ASSIGNABLE

LICENSE NUMBER: [REDACTED] EXPIRATION DATE: 12/31/2016

MUNICIPAL BUSINESS LICENSE  
The City of Mountain View Business License is issued without verification that the payor is subject or exempt from licensing by the State.

Mailing Address: [REDACTED] Business Name: [REDACTED]  
Address: [REDACTED]

Classification: [REDACTED] Owner/Office: [REDACTED]  
Fee: \$31.00 Business Telephone: [REDACTED]

This license evidences that the person, firm or corporation named herein has paid the applicable fee required by the Mountain View City Code through the expiration date indicated above. It is the owner's responsibility to renew this license within 30 days after expiration date noted above, or delinquent penalty fees shall be assessed. This license shall not be construed as authorizing the business continuance of any illegal or unlawful operation in violation of any City Ordinance relating thereto.

THIS IS AN OFFICIAL DOCUMENT OF THE CITY OF MOUNTAIN VIEW



# CVRP Sample Supporting Documents

## Tesla: Complete Vehicle Purchase Agreement

**Important:**

For Tesla vehicles and other vehicles ordered without a standard lease/purchase agreement, the date of first registration with the California DMV is considered the date of purchase or lease. **If you applied before the first date of your Tesla vehicle registration, please contact us to cancel this early application. Applicants will need to re-apply if an application is submitted before this date.**

There are several different combinations of documents that are acceptable as a complete purchase agreement for Tesla. Please see combinations below and samples on pages 17-22. Documents must be final copies (executed and signed). Review or “pro-forma” copies are not accepted. Samples 1-3 and 6-7 must be signed and dated.

Please submit a complete, clear and legible scan/photo with all details visible and include all pages.

### Acceptable Tesla document combinations:

- ✓ **Option 1:** One document from Column A  
or
- ✓ **Option 2:** All documents from Column B (electronically signed/time stamped)  
or
- ✓ **Option 3:** All documents from Column B (not signed; not time stamped) AND one signed document from Column C

Column A		Column B	Column C
<b>Sample 1</b> Retail Installment Contract  <b>Sample 2</b> Tesla Lease Agreement  <b>Sample 3</b> Tesla Conditional Sale Contract and Security Agreement	OR	<b>Sample 4</b> Motor Vehicle Purchase Agreement: Final Price Sheet  <b>Sample 5</b> Motor Vehicle Purchase Agreement: Vehicle Configuration Sheet	<b>Sample 6</b> Delivery Declaration and Due Bill  <b>Sample 7</b> Motor Vehicle Purchase Agreement: Terms & Conditions

***\*Proof of Order Date:***

*Proof of Order Date may be required in some circumstances.*

# CVRP Sample Supporting Documents

## Sample 1 - Retail Installment Contract

This is a retention copy of the Electronic Original® document managed by the eCore® On Demand (EOD™) Service.

**LAW 553-CA-ARB-eps 7/16**

**RETAIL INSTALLMENT SALE CONTRACT – SIMPLE FINANCE CHARGE (WITH ARBITRATION PROVISION)**

Dealer Number \_\_\_\_\_ Contract Number \_\_\_\_\_ R.O.S. Number \_\_\_\_\_ Stock Number \_\_\_\_\_

Buyer Name and Address (Including County and Zip Code)	Co-Buyer Name and Address (Including County and Zip Code)	Seller-Creditor (Name and Address) Tesla Motors Inc. 45500 Fremont Blvd. Fremont, CA 94538
---	--	---

You, the Buyer (and Co-Buyer, if any), may buy the vehicle below for cash or on credit. By signing this contract, you choose to buy the vehicle on credit under the agreements on all pages of this contract. You agree to pay the Seller - Creditor (sometimes "we" or "us" in this contract) the Amount Financed and Finance Charge in U.S. funds according to the payment schedule below. We will figure your finance charge on a daily basis. The Truth-in-Lending Disclosures below are part of this contract.

New Used	Year	Make and Model	Odometer	Vehicle Identification Number	Primary Use For Which Purchased Personal, family or household unless otherwise indicated below. <input type="checkbox"/> business or commercial
New	2020	Tesla Model 3	15		<input type="checkbox"/>

FEDERAL TRUTH-IN-LENDING DISCLOSURES				
ANNUAL PERCENTAGE RATE The cost of your credit as a yearly rate.	FINANCE CHARGE The dollar amount the credit will cost you.	Amount Financed The amount of credit provided to you or on your behalf.	Total of Payments The amount you will have paid after you have made all payments as scheduled.	Total Sale Price The total cost of your purchase on credit, including your down payment of \$4,600.00 is \$61,588.72 (e)
3.25 %	\$ 5,344.66 (e)	\$ 51,644.06 (e)	\$ 56,988.72 (e)	\$ 61,588.72 (e)
(e) means an estimate				

YOUR PAYMENT SCHEDULE WILL BE:		
Number of Payments:	Amount of Payments:	When Payments Are Due:
One Payment of N/A	N/A	N/A
One Payment of N/A	N/A	N/A
One Payment of N/A	N/A	N/A
72	\$ 791.51	Monthly beginning 08/28/2020
N/A	N/A	N/A
One final payment	N/A	N/A

**STATEMENT OF INSURANCE**  
 NOTICE: No person is required as a condition of financing the purchase of a motor vehicle to purchase or negotiate any insurance through a particular insurance company, agent or broker. You are not required to buy any other insurance to obtain credit. Your decision to buy or not buy other insurance will not be a factor in the credit approval process.

**Vehicle Insurance**

Term	Premium
\$ N/A Ded. Comp., Fire & Theft	Mos \$ N/A
\$ N/A Ded. Collision	Mos \$ N/A
Bodily Injury \$ N/A Limits	Mos \$ N/A
Property Damage \$ N/A Limits	Mos \$ N/A
Medical N/A	Mos \$ N/A
N/A	Mos \$ N/A
Total Vehicle Insurance Premiums \$ N/A	

UNLESS A CHARGE IS INCLUDED IN THIS AGREEMENT FOR PUBLIC LIABILITY OR PROPERTY DAMAGE INSURANCE, PAYMENT FOR SUCH COVERAGE IS NOT PROVIDED BY THIS AGREEMENT.  
 You may buy the physical damage insurance this contract requires from anyone you choose who is acceptable to us. You are not required to buy any other insurance to obtain credit.

Buyer X \_\_\_\_\_  
 Co-Buyer X \_\_\_\_\_

Late Charge. If payment is not received in full within 10 days after it is due, you will pay a late charge of 5% of the part of the payment prepayment. If you pay early, you may be charged a minimum finance charge.  
 Security Interest. You are giving a security interest in the vehicle being purchased.  
 Additional Information: See this contract for more information including information about nonpayment, default, any required repayment, the scheduled date, minimum finance charges, and security interest.

**AUTO BROKER FEE DISCLOSURE**

If this contract reflects the retail sale of a new motor vehicle, the sale is not subject to a fee received by an auto broker.

Name of autobroker receiving fee, if applicable: \_\_\_\_\_ N/A

**Note: This is a sample of a first page only; your agreement will be multiple pages. Please submit all pages.**

Buyer Signs X \_\_\_\_\_ Co-Buyer Signs X \_\_\_\_\_

LAW 553-CA-ARB-eps 7/16 v1 Page 1 of 7

This retention copy was created on Jul 12, 2020 06:00:08 PM for Tesla, Inc..

# CVRP Sample Supporting Documents

## Sample 2 - Lease Agreement

Copy of the Electronic Original® document managed by the eCore® On Demand (EOD™) Service.

Serial: [REDACTED]

# TESLA

## LEASE AGREEMENT

Lessee / Co-Lessee ("You") Name and Address [REDACTED] SAN FRANCISCO, CA 94112				Garaging Address if Different		Lessor ("We," "us," "our") Tesla Motors, Inc. 45500 Fremont Blvd Fremont, CA 94538	
<b>1. Description of Leased Vehicle ("Vehicle") and Trade-in (if applicable)</b>							
A. Leased Vehicle		Year	Make	Model	Vehicle Identification Number	Odometer	
		2020	Tesla	Model 3	[REDACTED]	15	
B. Trade-in		Year	Make	Model	Agreed Upon Value	Payoff Amount	Net Value (Item 7A or 6J and 12G)
		N/A	N/A	N/A	\$ 0.00	\$ 0.00	\$ 0.00
THERE IS NO COOLING OFF PERIOD California law does not provide for a "cooling off" or other cancellation period for vehicle leases. Therefore, you cannot later cancel this lease simply because you change your mind, decided the vehicle costs too much, or wish you had acquired a different vehicle. You may cancel this lease only with the agreement of the lessor or for legal cause, such as fraud.							
<b>Federal Consumer Leasing Act Disclosures</b>							
<b>2. Amount Due at Lease Signing or Delivery</b> (itemized below)* \$ 1,892.07		<b>3. Monthly Payments</b> Your first monthly payment of \$ 567.99 is due on 10/02/2020, followed by 35 payments of \$ 567.99 due on the 2nd of each month. The total of your monthly payments is \$ 20,447.64.			<b>4. Other Charges</b> (not part of your monthly payment) Disposition fee \$ 395.00 Total \$ 395.00		<b>5. Total of Payments</b> (the amount you will have paid by the end of the lease) \$ 22,166.72
<b>*Itemization of Amount Due at Lease Signing or Delivery</b>							
<b>6. Amount Due at Lease Signing or Delivery</b>				<b>7. How the Amount Due at Lease Signing or Delivery Will be Paid</b>			
A. Capitalized cost reduction \$ 0.00 B. First monthly payment \$ 567.99 C. Title fees \$ 0.00 D. Registration fees \$ 271.00 E. License fees \$ 262.00 F. Sales/use tax \$ 59.08 G. Sales tax on capitalized cost reduction \$ 0.00 H. Acquisition fee \$ 695.00 I. California tire fee \$ 7.00 J. Negative trade-in equity payment \$ 0.00 K. Other: N/A \$ 0.00 L. Other: Electronic Filing Fee \$ 130.00 <b>Total \$ 1,892.07</b>				A. Net trade-in allowance \$ 0.00 B. Rebates and noncash credits \$ 0.00 C. Amount applied from deposit \$ 0.00 D. Amount to be paid in cash \$ 1,892.07 <b>Total \$ 1,892.07</b>			
<b>8. Your Monthly Payment is Determined as Shown Below</b>							
A. <b>Gross Capitalized Cost.</b> The agreed-upon value of the vehicle (\$ 40,280.00) and any taxes, fees, and other charges over the lease term (such as taxes, fees, service contracts, insurance, and other charges) (see item 12 for an itemization of this amount). 90.00 B. <b>Capitalized Cost Reduction.</b> The amount of any net trade-in allowance that reduces the gross capitalized cost. 0.00 C. <b>Adjusted Capitalized Cost.</b> The amount used in calculating your monthly payment. 90.00 D. <b>Residual Value.</b> The value of the vehicle at the end of the lease. 94.70 E. <b>Depreciation and Any Amortized Amounts.</b> The amount charged for depreciation and amortization over the lease term. 95.30 F. <b>Rent Charge.</b> The amount charged in addition to the depreciation and amortization. 50.51 G. <b>Total of Base Monthly Payments.</b> The depreciation and any amortization, plus the rent charge. 45.81 H. <b>Lease Payments.</b> The number of payments in your lease. 36 I. <b>Base Monthly Payment.</b> 23.49 J. <b>Monthly Sales/use Tax.</b> 44.50 <b>Total Monthly Payment.</b> 67.99							
<b>Early Termination.</b> You may have to pay a substantial charge if you terminate the lease early. The actual charge will depend on when the lease is terminated. The earlier you end the lease, the greater this charge is likely to be. [REDACTED] dollars.							
9. <b>Excessive Wear and Use.</b> You may be charged for excessive wear based on our standards for normal use and for mileage in excess of total miles over the scheduled lease term of 30,000 miles, at the rate of 25 cents per mile. 10. <b>No Purchase Option at End of Lease Term.</b> You will not have an option to purchase the vehicle at the scheduled end of the lease. 11. <b>Other Important Terms.</b> See your lease documents for additional information on early termination, purchase options and maintenance responsibilities, warranties, late and default charges, and insurance.							

**Note: This is a sample of a first page only; your agreement will be multiple pages. Please submit all pages.**

**Note: The agreement may be 3 or 5**

Page 1 of 3

The original document is owned by Tesla, Inc. and this copy was created on Oct 01, 2020 08:22:22 PM.

# CVRP Sample Supporting Documents

## Sample 3 – Motor Vehicle Purchase Agreement – Final Price Sheet



### MOTOR VEHICLE PURCHASE AGREEMENT Final Price Sheet

<b>DATE OF AGREEMENT:</b>	06/26/2020
<b>BUYER'S AND CO-BUYER'S NAME AND ADDRESS:</b>	<b>SELLER'S NAME AND ADDRESS:</b>
	Tesla Motors Inc.
	45500 Fremont Blvd.
	Fremont, CA 94538

DESCRIPTION OF PROPERTY						
New/Used	Year	Make	Model	Style	Vehicle Identification Number	Odometer
New	2020	TESLA	Model 3	Sedan		15

PURCHASE PRICE	
<b>1. Total Vehicle Price</b>	
A. Cash price of motor vehicle, options, accessories and fees. (See attached Vehicle Configuration for itemization.)	\$ <u>39,290.00</u> (A)
B. Other: N/A	\$ <u>0.00</u> (B)
C. Other: N/A	\$ <u>0.00</u> (C)
Total Vehicle Price (A through C)	\$ <u>39,290.00</u> (1)
<b>2. Sales Tax Calculation</b>	
A. Trade-in tax credit (if applicable)	\$ <u>0.00</u> (A)
B. Taxable Fees (if applicable)	\$ <u>0.00</u> (B)
C. Subtotal of Taxable Items	\$ <u>39,290.00</u> (C)
D. Sales Tax	\$ <u>3,044.98</u> (2D)
E. Other: N/A	\$ <u>0.00</u> (2E)
Total Cash Price (1 plus 2D and 2E)	\$ <u>42,334.98</u> (2)
<b>3. Amounts Paid to Government Agencies*</b>	
A. Registration/Transfer/Titling Fees	\$ <u>261.00</u> (A)
B. License Fee (if applicable)	\$ <u>255.00</u> (B)
C. Tire Fee (if applicable)	\$ <u>7.00</u> (C)
D. Battery Fee (if applicable)	\$ <u>0.00</u> (D)
E. Other Fee(s): N/A	\$ <u>0.00</u> (E)
F. Other Fee(s): Electronic Filing Fee	\$ <u>30.00</u> (F)
Total Government Fees (A through F)	\$ <u>553.00</u> (3)
<b>4. Subtotal (2 plus 3)</b>	<b>\$ <u>42,887.98</u> (4)</b>
<b>5. Total Credits</b>	
A. Deposit	\$ <u>0.00</u> (A)
B. Financed Amount: Schools First Federal Credit Union	\$ <u>36,000.00</u> (B)
C. EV Incentive (if applicable)	\$ <u>0.00</u> (C)
D. Trade in value applied to purchase (if applicable)	\$ <u>0.00</u> (D)
E. Customer downpayment	\$ <u>6,887.98</u> (E)
F. Other Credits	\$ <u>0.00</u> (F)
Total Credits (A through F)	\$ <u>42,887.98</u> (5)
<b>6. Amount Due from Buyer (4 through 5)</b>	<b>\$ <u>0.00</u> (6)</b>

\*Seller may retain or receive part of the amounts paid to others.  
 Auto Broker Fee: This transaction is not subject to a fee received by an auto broker from Seller unless this box is checked:  
 If checked, name of auto broker receiving fee: n/a

# CVRP Sample Supporting Documents

## Sample 4 – Motor Vehicle Purchase Agreement: Vehicle Configuration

Serial: [REDACTED]

**T E S L A**

**Motor Vehicle Purchase Agreement  
Vehicle Configuration**

Customer Information	Description	Total in USD
[REDACTED]	Standard Range Plus Rear-Wheel Drive	\$2,990.00
[REDACTED]	Rear-Wheel Drive	\$0.00
[REDACTED]	All Black Partial Premium Interior	\$0.00
[REDACTED]	Pearl White Paint	\$0.00
[REDACTED]	18" Aero Wheels	\$0.00
[REDACTED]	Autopilot	\$0.00
[REDACTED]	Model 3	\$35,000.00
[REDACTED]	[REDACTED]	\$0.00
VIN [REDACTED]		
Reservation [REDACTED]		
Order Payment \$0.00		
Accepted by Customer on 06/05/2020		
Odometer 15		

Price indicated does not include taxes and governmental fees, which will be calculated as your delivery date nears. You will be responsible for these additional taxes and fees.

<b>Subtotal</b>	\$	37,990.00
Destination Fee	\$	1,125.00
Documentation Fee	\$	75.00
Order Fee	\$	100.00
Transportation Fee (if applicable)	\$	0.00
Order Modification Fee (if applicable)	\$	0.00
<b>Total</b>	\$	39,290.00

**VIN Required**

**Timestamp (date) as electronic signature required in "Accepted by Customer on" field**

Motor Vehicle Purchase Agreement, Vehicle Configuration  
Tesla, Inc. ©2019

Page 1 of 1

# CVRP Sample Supporting Documents

## Sample 5 - Delivery Declaration and Due Bill



### Delivery Declaration

VEHICLE DESCRIPTION		
Year/Model	Buyer Name/s	VIN
2018 / Model 3	[REDACTED]	[REDACTED]

BY SIGNING BELOW, YOU AGREE THAT YOU HAVE TAKEN DELIVERY OF YOUR MODEL 3 ON OR BEFORE 3/13/19 AND THAT YOU AGREE WITH YOUR FINAL MOTOR VEHICLE PURCHASE AGREEMENT, WHICH HAS BEEN UPLOADED TO AND IS AVAILABLE IN YOUR MYTESLA ACCOUNT.

All Signatures & Dates Required

Name of Buyer or Buyer's Agent taking Delivery (please print): \_\_\_\_\_

Signed: \_\_\_\_\_

On behalf of: \_\_\_\_\_ [Buyer Name/s]

Date: 3/13/19

Delivery Experience Specialist Signature: \_\_\_\_\_

# CVRP Sample Supporting Documents

## Sample 6 - Tesla Terms & Conditions

COPY

**T E S L A**

**Motor Vehicle Purchase Agreement  
Terms & Conditions**

**Documentation.** Your Motor Vehicle Purchase Agreement (the "Agreement") is made up of the following documents:

- 1. Vehicle Configuration:** The Vehicle Configuration describes the vehicle that you configured and ordered, including pricing (excluding taxes and official or government fees). If you are purchasing a vehicle from our inventory, the Vehicle Configuration may be in the form of a Monroney window sticker or a buyer's guide.
- 2. Final Price Sheet:** The Final Price Sheet will be provided to you as your delivery date nears. It will include final pricing based on your final Vehicle Configuration and will include taxes and official or governmental fees.
- 3. Terms & Conditions:** These Terms & Conditions are effective as of the date you place your order and make your Order Payment (the "Order Date").

**Agreement to Purchase.** You agree to purchase the vehicle (the "Vehicle") described in your Vehicle Configuration from Tesla Motors, Inc. or its affiliate ("we," "us" or "our"), pursuant to the terms and conditions of this Agreement. Your Vehicle is priced and configured based on features and options available at the time of order. Options or features released after you place your order may not be included in your Vehicle.

**Purchase Price, Taxes and Official Fees.** The purchase price of the Vehicle is indicated in your Vehicle Configuration, the Monroney window sticker or buyer's guide attached to this Agreement, as applicable. This purchase price does not include taxes and official or government fees, which could amount to up to 10% or more of the Vehicle purchase price. Because these taxes and fees are constantly changing and will depend on other factors, such as where you register the Vehicle, they will be calculated close to the time of your Order Date and are indicated on your Final Price Sheet. You will be responsible for paying these additional costs as indicated on your Final Price Sheet.

**Manufacturing Process.**

- Week 1:** We will submit your order to the Tesla Factory for production one week after the Order Date. During this one week period, you may cancel your order or make any changes to your Vehicle Configuration without incurring any costs.
- Week 2 until Delivery:** When we submit your order for production, your Order Payment becomes earned and non-refundable. Because production of your Vehicle is already underway, changes to your Vehicle Configuration during this time will be difficult, if not impossible, for us to accommodate. If you want to make changes to your Vehicle Configuration, we will try to accommodate your request. If we accept your request, you will be subject to a non-refundable \$500 change fee and potential price increases for any pricing adjustments made since your original order date. Any changes made to your Vehicle Configuration, including changes to the purchase price, will be reflected in a subsequent Vehicle Configuration that will form part of this Agreement.

**Cancellation; Default:** Because your Vehicle is custom ordered, we incur significant costs in starting production of your Vehicle. We also incur significant costs for remarketing and reselling the Vehicle if you cancel or default in this Agreement. As a result, your Order Payment is non-refundable once your order is sent to the Tesla Factory. You acknowledge that the Order Payment amount is a fair and reasonable estimate of the actual damages that we have incurred or may incur, costs that are otherwise impracticable or extremely difficult to determine. We will credit your Order Payment toward the final purchase price of the Vehicle. You acknowledge that this Order Payment and this Agreement are not made or entered into in anticipation of or pending any conditional sale contract.

Motor Vehicle Purchase Agreement (v. 20150219)  
Tesla Motors, Inc. ©2015

Page 1 of 4

Page 1

COPY

**T E S L A**

**Inventory Vehicle.** This paragraph is applicable if you are purchasing a Vehicle from our inventory (i.e., the vehicle has already been manufactured, as indicated by an existing VIN, an attached Monroney window sticker or a buyer's guide). Because we incur significant costs in preparing and coordinating the delivery of your Vehicle, including shipping logistics, your Order Payment is non-refundable. You acknowledge that the Order Payment amount is a fair and reasonable estimate of the actual damages that we have incurred or may incur in transporting, remarketing and reselling the Vehicle, costs that are otherwise impracticable or extremely difficult to determine. We will credit your Order Payment against the purchase price of your Vehicle upon completion of the transaction. You acknowledge that this Order Payment and this Agreement are not made or entered into in anticipation of or pending any conditional sale contract.

**Delivery.** We will notify you of when we expect your Vehicle to be ready for delivery at your local Tesla Service Center, or other location as we may agree to. You agree to schedule and take delivery of your Vehicle within one week of this date. If you are unable to take delivery within the specified period, your Vehicle may be made available for sale to other customers. The estimated delivery date of your Vehicle indicated in this Agreement is an estimate only and is not a guarantee of when your Vehicle will actually be delivered. If, on your behalf, we are coordinating the shipping of the Vehicle to you via a third party common carrier, you agree that delivery of the Vehicle, including the transfer of title and risk of loss, will occur at the time your Vehicle is loaded onto the common carrier's transport (i.e., FOB shipping point). The carrier will insure your Vehicle while in transit and you will be the beneficiary of any claims for damage to the vehicle or losses occurring while the vehicle is in the possession of a common carrier. To secure your final payment and performance under the terms of this Agreement, we will retain a security interest in the Vehicle and all proceeds therefrom until your obligations have been fulfilled.

**Warranty; Privacy Policy.** You will receive the Tesla Motors New Vehicle Limited Warranty at or prior to the time of Vehicle delivery. You may also obtain a written copy of such warranty from us upon request or download it from your MyTesla account. Tesla's Customer Privacy Policy, which is incorporated into this Agreement and can be viewed at <https://www.teslamotors.com/about/privacy>.

**Limitation of Liability.** We are not liable for any incidental, special or consequential damages arising out of this Agreement. In the event we are held liable for any damages to you, your sole and exclusive remedy will be limited to reimbursement of your Order Payment.

**No Resellers; Discontinuation.** Tesla and its affiliates sell cars directly to end-consumers, and we may unilaterally cancel any order that we believe has been made with a view toward resale of the Vehicle or that has otherwise been made in bad faith. We may also cancel your order and refund your deposit if we discontinue a product, feature or option after the time you place your order.

**Governing Law; Integration; Assignment.** The terms of this Agreement are governed by, and to be interpreted according to, the laws of the State in which we are licensed to sell motor vehicles that is nearest to your address indicated on your Vehicle Configuration. Prior agreements, oral statements, negotiations, communications or representations about the Vehicle sold under this Agreement are superseded by this Agreement. Terms relating to the purchase not expressly contained herein are not binding. We may assign this Agreement at our discretion to one of our affiliated entities.

**State Specific Provisions.** You acknowledge that you have read and understand the provisions applicable to you in the State Specific Provisions attachment to this Agreement.

Motor Vehicle Purchase Agreement (v. 20150219)  
Tesla Motors, Inc. ©2015

Page 2 of 4

Page 2

COPY

**T E S L A**

This Agreement is entered into and effective as of the date you accept this Agreement, by electronic means or otherwise. By confirming and accepting this Agreement, you agree to the terms and conditions of this Agreement.

Buyer's Signature		Date	05/25/2016
Signature	Name		
Co-Buyer's Signature		Date	05/25/2016
Signature	Name		
Seller Signature		Date	05/25/2016
By	Title		

**Signatures & Dates Required**

Page 3

Motor Vehicle Purchase Agreement (v. 20150219)  
Tesla Motors, Inc. ©2015

Page 3 of 4

COPY

**T E S L A**

**State Specific Provisions**

**For NEW YORK residents:** If the Vehicle is not delivered in accordance with the Agreement within 30 days following the estimated delivery date, you have the right to cancel the Agreement and receive a full refund, unless the delay in delivery is attributable to you.

**For MASSACHUSETTS residents:** ATTENTION PURCHASER: All vehicles are WARRANTED as a matter of state law. They must be fit to be driven safely on the roads and must remain in good running condition for a reasonable period of time. If you have significant problems with the Vehicle or if it will not pass a Massachusetts inspection, you should notify us immediately. We may be required to fix the car or refund your money. THIS WARRANTY IS IN ADDITION TO ANY OTHER WARRANTY GIVEN BY US.

**For WASHINGTON, D.C. residents:**

**NOTICE TO PURCHASER**

IF, AFTER A REASONABLE NUMBER OF ATTEMPTS, THE MANUFACTURER, ITS AGENT, OR AUTHORIZED DEALER IS UNABLE TO REPAIR OR CORRECT ANY NON-COMFORMITY, DEFECT, OR CONDITION WHICH RESULTS IN SIGNIFICANT IMPAIRMENT OF THE MOTOR VEHICLE, THE MANUFACTURER, AT THE OPTION OF THE CONSUMER, SHALL REPLACE THE MOTOR VEHICLE WITH A COMPARABLE MOTOR VEHICLE, OR ACCEPT RETURN OF THE MOTOR VEHICLE FROM THE CONSUMER AND REFUND TO THE CONSUMER THE FULL PURCHASE PRICE, INCLUDING ALL SALES TAX, LICENSE FEES, REGISTRATION FEES, AND ANY SIMILAR GOVERNMENT CHARGES. IF YOU HAVE ANY QUESTIONS CONCERNING YOUR RIGHTS, YOU MAY CONTACT THE DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS.

Seller certifies that the information provided in the itemization of the purchase Price, including the Vehicle Configuration, and required by Chapter 90A, § 27B (Buyer's Guide) and § 27C (Monroney window sticker) of Title 16 of the Code of D.C. is true to the best of our knowledge.

Page 4

Motor Vehicle Purchase Agreement (v. 20150219)  
Tesla Motors, Inc. ©2015

Page 4 of 4