Sample Delivery Document for Early Redemption

[Manufacturer/Dealership Letterhead]

Bus Delivery and Acceptance to [Transit Property Name] of [Bus Model]

PROPERTY	
Domicile Street Address	
Domicile City, State ZIP	
VIN	
VOUCHER ID	
DELIVERY DATE	
ACCEPTANCE DATE	
MILEAGE AT ACCEPTANCE	
CUSTOMER SIGNATURE*	
CUSTOMER NAME (PRINT)	
JOB TITLE	
The delivery and domicile addresses are different (please circle):	YES NO
DELIVERY ADDRESS (IF DIFFERENT)	
Delivery Street Address	
Delivery City, State ZIP	

*By signing, the customer (HVIP Purchaser) enables a faster redemption process for HVIP-approved dealers. The signer is NOT required to have legal signing authority to complete this document.

All fields from this document must be completed and signed for the voucher to be considered for early redemption.

With the Delivery Document provided and all other redemption requirements met, the voucher can be redeemed without DMV Registration and the final payment / final acceptance made by the purchaser. In this case, however, the dealer must subsequently provide a copy of the DMV Registration and remaining financial documentation, showing that the final payment amount includes the voucher amount and matches the signed final invoice(s), **within 30 calendar days of the Redemption Approval** date.

The signed final invoice (including all milestone invoices when applicable) must be submitted for all vouchers, including Transit Set-Aside early redemption vouchers prior to redemption. Proof of payment for some invoices must be uploaded; the 'Financial Documentation' folder cannot be empty when utilizing the early redemption option.

HVIP vouchers associated with contracts in which there is retainage are ineligible for early redemption.

All other elements of the HVIP Redemption Checklist / Redemption Form must be followed as specified in the most current Implementation Manual at the time of redemption.

NOTES: