

The Sacramento Emergency Clean Air Transportation (SECAT) Program



“The SECAT Program is a Partnership between the Sacramento Area Council of Governments and the Sacramento Metropolitan Air Quality Management District whose goal is to reduce harmful emissions from on-road heavy-duty vehicles in the Sacramento Region”

Policies and Guidelines

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I EXECUTIVE SUMMARY

The Sacramento Emergency Clean Air & Transportation (SECAT) Program is a partnership between the Sacramento Metropolitan Air Quality Management District (District) and the Sacramento Area Council of Governments (SACOG). The program's goal is to reduce harmful emissions from on-road heavy-duty vehicles operating in the Sacramento region.

In 2000, the SECAT Program received \$70 million to reduce emissions released from heavy-duty vehicles in the Sacramento Federal Ozone Nonattainment Area (Sacramento region – Appendix A) by providing incentives to offset the costs of purchasing lower-emission technologies. This program was originally created by California Assembly Bill (AB) 2511 to help assure that the Sacramento region meet its commitments under the State Implementation Plan (SIP) for air quality attainment.

In 2004, SACOG's Air Quality Funding Program approved a proposal to add an additional \$3 million to the SECAT Program. Funds will be primarily used for projects in the Fleet Modernization Program; however applications for other emission reduction projects may also be submitted. Eligible types of projects include the following:

- Replacing older, higher polluting vehicles with newer, lower-emission vehicles (Fleet Modernization);
- Purchasing new, low or zero-emitting vehicles;
- Retrofitting existing heavy-duty vehicles with after-treatment systems to reduce NO_x;
- Repowering existing high-emitting diesel vehicles with new, lower-emitting engines;
- Using "cleaner" diesel fuel formulations and/or diesel emulsion fuels in place of California diesel fuel; and
- Implementing any other verifiable, enforceable, and cost-effective technology for reducing NO_x emissions from heavy-duty on-road vehicles.

The SECAT program is distinct from the Carl Moyer Memorial Air Quality Standards Attainment Program (the Moyer Program). The key difference is that the SECAT Program is not limited to financing the incremental *capital* costs of emission control measures, but can also pay for operating costs, facility modifications, out-of-cycle replacement, and financial incentives for participation. This may make the SECAT Program more attractive than the Moyer program for some types of projects. Another difference is that currently the SECAT Program can only fund projects for *on-road* vehicles. Projects involving non-road vehicles or engines cannot be funded under the SECAT Program, but could be eligible for funding under the Moyer Program.

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III INTRODUCTION / BACKGROUND

A. Purpose of the SECAT Program

Although air quality in the Sacramento Ozone Non-Attainment Region (Sacramento Region) has improved significantly over the last 10 years, we continue to experience violations of the federal 8-hour and 1-hour ozone standards. Most of the pollution is created by mobile sources, including automobiles and heavy-duty vehicles. Over 30% of NOx emissions from mobile sources come from heavy-duty vehicles.

In 1994, the five air districts within the Sacramento Region adopted a federally mandated State Implementation Plan (SIP), which requires the region to decrease emissions from heavy-duty vehicles as one part of a larger strategy to attain the federal ozone standards by 2005 as mandated by the federal Clean Air Act.

Sacramento Area Council of Governments (SACOG) is the designated planning organization for the region responsible for ensuring that transportation projects and plans do not impede the region's clean air goals. SACOG evaluates all projects included in the federal Metropolitan Transportation Plan and the Metropolitan Transportation Improvement Program to ensure consistency with air quality objectives and the SIP.

As part of the region's overall effort to meet clean air standards and achieve conformity with transportation plans, SACOG also partners with the air districts to promote clean-fuel vehicles and develop mobile source control measures.

One such measure is the development and implementation of the Sacramento Emergency Clean Air Transportation (SECAT) Program. The SECAT Program was created as part of the SIP effort to provide incentives to help on-road heavy-duty truck owners purchase technologies to reduce emissions in the Sacramento region in order to meet federal air quality standards.

This document sets out the policies and guidelines of the SECAT Program. The SECAT Program includes a variety of options to help truck owners and fleet managers reduce emissions:

- Replacing older, higher polluting vehicles with newer, lower-emission vehicles (Fleet Modernization);
- Purchasing new, low or zero-emitting vehicles;
- Retrofitting of existing heavy-duty vehicles with aftertreatment systems to reduce NOx;
- Repowering of existing high-emitting diesel vehicles with new, lower-emitting engines;
- Using of "cleaner" diesel fuel formulations and/or diesel emulsion fuels in place of California diesel fuel; and
- Implementing other verifiable, enforceable, and cost-effective technology for reducing NOx emissions from heavy-duty on-road vehicles.

The following policies and guidelines in this document include minimum qualifications for a vehicle to enter the SECAT Program, the responsibilities of vehicle owners, the

vehicle dealerships, engine dealerships, salvage yards, the Sacramento Metropolitan Air Quality Management District (District) and how funding amounts are determined.

B. SECAT Program Funding

In 2000, when the SECAT Program was created, the legislature allocated \$70 million to the program. That funding for the most part has been distributed. In early 2004, the newest phase of SECAT funding of \$3.1 million was awarded by SACOG's Air Quality Funding Program. Applications for new projects will be accepted once funding becomes available.

C. Changes and Updates to the SECAT Program

Staff continuously evaluates the implementation procedures, participant qualifications, and overall effectiveness of the SECAT Program in order to ensure that the Sacramento region achieves the highest emission benefit possible. Listed below is a summary of changes that have been made since 2000 to enhance the SECAT Program's effectiveness.

- **Fleet Modernization is adopted:** In 2002, the Fleet Modernization program was adopted as another option to truck owners as a way to reduce emissions. This option allowed for the purchase of newer, cleaner vehicles as a replacement for older, higher polluting vehicles.
- **Updated emissions model adopted:** The original mobile sources emissions model (EMFAC7F) was replaced with an updated emissions model (EMFAC2002). The updated model offers more accurate emissions information based upon the latest research completed on the mobile source inventory.
- **Fleet Modernization participant requirements have changed:** Participants will be required to provide more information on the operational history of their original vehicles in order to be approved to participate in the program. Additional information required will include a full registration history of the original vehicle, filings of IRS form 2290 from the previous three years, and stricter proof of actual historic usage including submitting to a trial period of three months to one year where mileage will be recorded.
- **Fleet Modernization replacement vehicle requirements:** The replacement vehicles must be model year 2000 or newer. Originally, new vehicle purchases were not funded.
- **2004 Policies and Guidelines contain all program options:** This document combines the Guidelines and Policies from the individual SECAT Programs to provide one source of information for participants and dealerships.
- **Participants will be required to file a UCC-1 Form:** If a replacement vehicle is financed, the participant will be required to file a UCC-1 Form stating the SECAT Program as a lien holder on the replacement vehicle.

As more changes are made, staff will work with participating dealerships in disseminating the changes to all interested parties. For more information on these

changes, please contact one of the program staff listed in section III – F – How to Contact Us.

D. Who We Are

The SECAT Program is a partnership between the Sacramento Area Council of Governments (SACOG) and the Sacramento Metropolitan Air Quality Management District (SMAQMD). The goal of the program is to reduce harmful emissions from on-road heavy-duty vehicles in the Sacramento Region. Two committees were created to help support both SACOG and SMAQMD in implementing the SECAT Program: the Policy Advisory Group (PAG) and the Technical Advisory Committee (TAC). These groups consist of representatives from a variety of government agencies and the private sector. They play a major role in developing and reviewing program changes.

1) The Sacramento Area Council of Governments (SACOG)

SACOG is a legislatively created association of Sacramento Valley governments formed from the six surrounding counties - El Dorado, Placer, Sacramento, Sutter, Yolo and Yuba - and its 22 member cities. The SACOG directors are chosen from the elected boards of its member governments. SACOG's primary charge is to provide regional transportation planning and funding, as well as a forum for the study and resolution of regional issues. In this role, SACOG prepares the region's long-range transportation plan, approves distribution of affordable housing around the region, keeps a region wide database for its own and local agency use, helps counties and cities use federal transportation funds in a timely way, and assist in planning for transit, bicycle networks, clean air and airport land uses. SACOG is also undertaking a new program, the Sacramento Region Blue Print Transportation and Land Use study, to link transportation and land development more closely.

2) The Sacramento Metropolitan Air Quality Management District (SMAQMD)

SMAQMD is also a legislatively created agency, and is the local agency primarily responsible for implementing the federal and state Clean Air Acts. In that capacity, it works cooperatively to coordinate the efforts of local, state and federal government agencies, the business community, and private citizens to achieve and maintain healthy air quality for the Sacramento region. SMAQMD alone cannot achieve healthy air for Sacramento; however, with its regulatory efforts and its lead role in development of innovative programs, it can encourage the cooperative inter-agency and public efforts that are required to improve air quality. SMAQMD is governed by a nine-member Board of Directors comprised of the members of the Sacramento County Board of Supervisors, selected members of the Sacramento City Council, and one member representing the cities of Folsom, Isleton, and Galt. The Board reviews and approves all AQMD rules, programs, policies and budgets.

SMAQMD represents the other air districts in the Sacramento region in implementing the SECAT Program. These air districts include the Yolo-Solano AQMD, the Placer County Air Pollution Control District (APCD), the El Dorado

County AQMD, and the Feather River AQMD. Each air district has played an important role in our ongoing efforts to improve air quality in the region.

3) SECAT Policy Advisory Group (PAG)

Also known as the Air Quality Policy Group, the Policy Advisory Group is charged with assisting SACOG, the Air Districts in the region, the California Air Resources Board (CARB) and the Federal Highway Administration in developing strategies that focus available resources on achieving attainment of the NAAQS.

The PAG establishes criteria for evaluating proposals submitted under the SECAT Program, administrative procedures that ensure timely disbursement of funds, and reviews and approves SECAT marketing and outreach strategies.

Membership on the PAG consists of:

- One representative from each of the five air districts in the Sacramento region;
- Two representatives from the CARB (one technical liaison and one transportation conformity liaison);
- One representative from the United States Environmental Protection Agency (USEPA);
- One representative from the Federal Highway Administration (FHWA);
- One representative from the California Department of Transportation (Caltrans); and
- One representative from SACOG.

4) SECAT Technical Advisory Committee (TAC)

The Technical Advisory Committee has been established to develop the guidelines and criteria for review and approval by the Policy Advisory Group. The TAC is also responsible for reviewing project proposals, interacting with project proponents and developing recommendations for project funding.

Membership of the TAC consists of:

- One representative from each of the five air districts in the Sacramento region;
- Two representatives from the CARB (one technical liaison and one transportation conformity liaison);
- One representative from the United States Environmental Protection Agency (USEPA);
- One representative from the Federal Highway Administration (FHWA);
- One representative from California Department of Transportation (Caltrans); and
- One representative from SACOG

E. The Sacramento Region – Sacramento Federal Ozone Non-Attainment Area

The Sacramento region is commonly known as the Sacramento Federal Ozone Non-Attainment Area (see Appendix A for a map). This area is comprised of five Air Districts covering all or parts of six counties. This region is designated non-attainment by the federal government under the federal Clean Air Act because it does not meet the National Ambient Air Quality Standards (NAAQS) for ozone.

The Sacramento region has been classified as “serious” for the federal 8-hour ozone standard with an attainment date of 2013. The SECAT Program is one of many programs in place to help reduce emissions in order to meet our attainment date and make the air healthier to breath.

F. How to Contact Us / Application Mailing Address

SMAQMD staff is available to answer any questions regarding the SECAT Program. For more information on the SECAT Program or to request an application, go to the website or contact one of the following staff members listed below:

Website: WWW.4SECAT.COM

Program Staff:

Kristian Damkier	(916) 874-4892 or Kdamkier@airquality.org
Jerry Grauman	(916) 874-4889 or Ggrauman@airquality.org
Sam Gregor	(916) 874-4890 or Sgregor@airquality.org
Gary Bailey	(916) 874-4893 or Gbailey@airquality.org
Freya Arick	(916) 874-4891 or Farick@airquality.org

Program Coordinator:

Mike Neuenburg (916) 874-1676 or Mneuenburg@airquality.org

Mailing Address for Applications:

**SECAT Program, Application for Funding
SMAQMD
777 12th St., 3rd Floor
Sacramento, CA 95814-1908**

Applicants can also go directly to local participating truck and engine dealerships. Participating dealerships have been trained to help truck owners understand all of the program requirements for completing applications and being approved for funding in the SECAT Program.

All applications must be returned signed and dated in its original format in either blue or black ink. Any application that is not signed or dated will be returned. Faxes **WILL NOT** be accepted.

IV GENERAL PROGRAM POLICIES AND GUIDELINES

A. General Eligibility

1) Who is eligible to participate?

Any individual, company, or public agency may apply to receive an incentive. If the applicant does not itself own or control the vehicles in question, the application must include a satisfactory, binding contract with the person(s) or organization(s) that do own or control those vehicles. This contract must commit the owner/controller of the vehicles to carry out the actions described in the proposal.

2) Who is not eligible to participate?

Any applicant applying for funds for purchases or retrofits that are already required by any local, state, or federal rule or regulation – including, but not limited to, the Energy Policy Act (EPACT), existing regulations, agency memoranda of agreement or understanding, state mobile source Air Toxic Control Measures, or other legally binding requirements.

3) What type of vehicle is eligible?

Projects must reduce emissions from on-road heavy-duty vehicles in the Sacramento region. On-road motor vehicles are defined as “self-propelled motor vehicles that are manufactured for or designed primarily for use on public roads.” All vehicles must be over 14,000 pounds Gross Vehicle Weight Rating (GVWR).

4) What technologies are eligible to participate?

This program is designed to produce SIP emission reductions that can be used to demonstrate progress toward our SIP reduction requirements. Consequently, all emission reductions must be real, quantifiable, surplus, enforceable, and permanent. To meet this requirement, any engines or vehicles purchased under the program must be emission certified or verified by the California Air Resources Board (CARB). Any emission control technologies must be certified or verified by CARB or otherwise approved by CARB.

Research and development (R&D) will not be funded under the SECAT Program. Subject to CARB approval, however, the SECAT program may fund in-use durability demonstration programs for technologies provisionally certified or verified by CARB pending the outcome of such demonstrations.

5) Restrictions on emissions averaging, banking and trading.

Low-emission engines, vehicles or technologies funded under the SECAT program cannot be used to generate emission credits in any emissions averaging, banking or trading program.

B. Application & Evaluation Procedures

1) Application Procedures

Please follow all of the application procedures. Any applications not fully completed or that did not follow the application procedures will be returned to the applicant.

- (a) Fill out and sign the “Sacramento Metropolitan Air Quality Management District Heavy-Duty Low-Emission Vehicle Incentive Programs – On-Road and Off-Road Application Form” (see Appendix B). The application can be downloaded from the SECAT website or can be ordered by calling one of the program staff at their numbers or sending a request via e-mail to their e-mail addresses in section III, 6.
- (b) Fill in a “Vehicle Information Form” for each vehicle that you are proposing to replace, repower or retrofit.
- (c) Submit the forms and any additional documentation as required under the Specific Program Guidelines. Each specific program may require different paperwork. Contact project staff if there are any questions with regard to additional documentation.
- (d) The application will be reviewed to determine that all the required information has been provided and that all program requirements have been met. If the application is not complete or does not meet the program requirements, it will be returned with a request for additional information or an explanation as to why the application was not approved. The SECAT Program reserves the right to request additional information and can deny the application if such requested information is not provided.

2) Evaluation Procedures

Applications will be evaluated on a first-come, first served-basis. Completed applications will be evaluated using the “Methodology for Calculating NOx Emission Benefits” to determine the NOx emission reductions and the cost-effectiveness on a per-vehicle and overall project cost basis. In the event that two or more applications are submitted on the same day and all meet the program guidelines, but there are insufficient funds available for the proposals, the Technical Advisory Committee will review each proposal and forward a recommended project list to the Policy Advisory Group for consideration.

If an application meets the program guidelines, it will be approved providing it meets one of the following two conditions:

- (a) The total grant requested is less than \$6,000 per ton of NOx reduced in the Sacramento region over the project’s lifetime (usually 5 years) *and* less than \$25,000 per ton of NOx reduced annually; or
- (b) The total grant requested is less than \$12,000 per ton of NOx reduced in the Sacramento region over the project’s lifetime (usually 5 years) *and* less than

\$50,000 per ton of NO_x reduced annually, and does *not* exceed the incremental costs of the project to the applicant.

Project staff will determine the incentive amount to be offered to the approved applicants, and forward a contract to the applicant. No funds will be disbursed until a contract has been fully executed by SACOG and SMAQMD.

If an application does not meet one of the above cost-effectiveness conditions, the applicant can petition the SMAQMD for further evaluation. The SMAQMD may consider the petition of the application if there are unusual circumstances that justify the incentive award. The petition will be submitted to the SACOG board for approval or denial.

C. Program Requirements & Reimbursement Procedures

Following application approval, each participant will be required to enter into a funding agreement with SACOG and SMAQMD. **Please review the contract very carefully so that you fully understand all of the terms and obligations.** The following is a brief summary of the program requirements.

1) Program Requirements

(a) Participation in the SECAT Program will require a minimum five (5) year commitment to operate in the Sacramento region. Funding for the project will be issued at the beginning of this five year commitment. Throughout the contract period, the participant will be required to meet its performance requirements (miles per year) on an annual basis. Projects that fail to meet the agreed performance requirements may be required to refund some or all of the funds issued under the SECAT Program. The participant should contact the SMAQMD immediately if it knows or has reason to know that the performance requirements will not be met.

(b) Any emission reduction credits in the Sacramento region resulting from participating in the SECAT Program will be retired in the interest of air quality improvement. The participant will be required to waive any right to claim emission reduction credits which may accrue at anytime as a result of the project. The applicant will also agree not to apply to the SMAQMD, any other Air Quality Management District, Air Pollution Control District, or any other public or private entity for any such credits based on reductions generated as a result of participating in the SECAT Program for operation in the Sacramento region.

(c) Participants are required to maintain liability and replacement value insurance coverage for the vehicle(s) participating in the SECAT Program (see Appendix E for insurance coverage requirements). Self-insurance can satisfy these requirements, but must be approved by program staff prior to execution of the agreement.

(d) Participants will be required to document actual usage in the Sacramento region for each year of the agreement term (no less than 5 years). The Program will claim annual emission reductions that must be achieved based on the

participant's projected usage in the Sacramento region. Participants will be required to submit reports on the actual usage at least two times per year (see Appendix F for sample of mileage request form). Projects that fail to meet the agreed performance requirements may be required to refund some or all of the funds issued under the SECAT Program.

All participants must keep a driver's log with actual mileage, fuel consumption records, and any other records identified in the contract pertaining to maintenance, down time, and miles traveled in the Sacramento region. Mileage logs may not be required with the installation of digital odometer / hour-meter. A log must be kept of the maintenance and down time throughout the contract period.

The digital odometer / hour-meter will keep track of miles and hours operated in the Sacramento region using Global Positioning Systems (GPS) technologies. The digital odometer / hour-meter will not keep track of specific vehicle location or any other actual operation conditions.

If a digital odometer / hour-meter becomes available, all vehicles will be required to have a digital odometer / hour-meter unit installed prior to being released to the applicant unless otherwise instructed by staff. The costs of the digital odometer / hour-meter unit will be included in the total approved incentive amount. Once the digital odometer / hour-meter have been installed, the invoice for work must be submitted to the SMAQMD.

(e) The vocation(s) that a vehicle is used in prior to the program must be the same vocation that the vehicle is used in throughout the agreement term, unless a change in vocation is requested and approved in writing prior to the change. If a change in vocation is made without staff approval, this may be considered a breach of the contract.

(f) The applicant is required to inform the SECAT Program of any changes in address, phone number, or contact person within 10 business days of the change. The applicant will also be required to inform the SECAT Program of any problems or issues resulting in the failure to meet the performance requirements as soon as possible.

2) Reimbursement Procedures

A reimbursement invoice will only be issued after an agreement has been executed, the vehicle or engine is replaced, and the dealership invoices for the purchase of the vehicle or equipment has been submitted to the SECAT Program (see Appendix E). Reimbursement checks can be issued to either one party (the applicant) or to two parties (the applicant and the vehicle/equipment dealership). Reimbursement may take between 4-8 weeks from the time the reimbursement invoice is received by project staff.

Any funds issued through the SECAT Program may only be used to purchase the vehicle or equipment identified in the participant's contract. If any funds are used for vehicles or equipment that is not identified in the contract, the participant will be

required to refund all incentive amounts to the SECAT Program. If a program participant wishes to change the vehicle or equipment to be funded, it may request a contract amendment. Any contract amendment must be approved in writing and the vehicle or equipment must meet all of the SECAT eligibility requirements.

D. Audit Procedures

At any time during the agreement term, SACOG or the SMAQMD (or both) may conduct an audit of the participant's operations to verify that the applicant is complying with the contract terms. Any audits will be conducted at a reasonable time and with reasonable notice to the participant. If the participant is not complying with the terms of the agreement, the applicant may be deemed in breach of the contract. If a participant cannot be reached because it relocated without notifying the District, then the applicant may be required to repay all or a portion of the funds to the SECAT Program.

E. Participating Dealerships

Local vehicle, engine and salvage yard dealerships play a vital role in the operation and success of the SECAT Program. Dealerships who wish to become a "Participating Dealership" must be trained by the staff of the SECAT Program, and must be able to assist the applicants in filling out the application, making sure all program requirements have been met, and advise applicants on the SECAT Program performance requirements. Each participating dealership must sign a master agreement with the SECAT Program and must provide any information requested by the Program relating to an application or approved project.

F. Environmental Justice Policies

SACOG and the SMAQMD are committed to accomplishing Environmental Justice goals through the SECAT program. The Fleet Modernization program has historically funded projects in the construction and agriculture industries which have a disproportional impact on communities of color and low income populations. The mobile nature of heavy-duty diesel vehicle projects also impact populations living near regional freeways and major thoroughfares. Reductions in regional ozone formation, fine particulate matter, and toxic air contaminants attained through the Fleet Modernization program improve air quality and human health for all people in the Sacramento region.

SACOG and the SMAQMD will make every effort to achieve Environmental Justice goals through the Fleet Modernization program. Staff will provide outreach and give funding priority to applicants based or operating within Qualifying Areas as defined in Section 4.1.4 of the SMAQMD adopted "*Guidelines for Implementing AB 1390 (Firebaugh) Requirements for the Carl Moyer Memorial Air Quality Incentive Program*". These guidelines meet the directives outlined in "*Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*". Participating dealers and other stakeholders will also be informed of these objectives.

G. Inter-District Projects

Inter-district projects are projects where the participant operates their vehicle in more than one air district region. These projects may be funded by two different incentive programs that will claim the resulting emission reduction credits. For example, if a vehicle normally operates in the Sacramento region and the San Joaquin region, the applicant may apply to both regions for funding. Funding distribution will be based on the percentage of operation in each region and on the total emission reductions that are achieved. For more information, contact district staff prior to completing an application.

V FLEET MODERNIZATION PROGRAM POLICIES AND GUIDELINES

The following are the policies and guidelines specific to the Fleet Modernization option under the SECAT Program. Projects such as repowers, retrofits or any other emission reduction projects must comply with the general program policies and guidelines. Please contact SMAQMD staff with and questions on other options.

Fleet modernization is an option under the SECAT Program that provides incentives to reduce emissions by replacing older vehicles with newer, lower-emission vehicles. In place since 2002, the Fleet Modernization Program has been the most popular option to reduce emissions for owners operating older, higher polluting vehicles. With the help of participating engine dealerships, salvage yards, and vehicle dealerships, more than 300 old vehicles have been replaced with newer, lower-emission vehicles. A list of participating dealerships can be found on the SECAT website at www.4secat.com.

Incentives are provided to offset part of the costs of the newer, lower polluting vehicle(s). All applicants must meet the requirements and follow all of the policies and guidelines in order to be approved for funding under the SECAT Program. Vehicle dealerships are specifically trained on the provisions of the SECAT Program and can help participants throughout the application process. Please contact program staff or participating vehicle dealerships with any questions during the application process.

A. Participant Requirements

The following is a summary of the requirements that must be met prior to approval of a submitted application. If any information is missing or an applicant does not qualify for the program, the application will be mailed back to the applicant.

- ✓ Old vehicle must be model year 1990 or older
- ✓ Old vehicle must have been owned and operated by the applicant within the Sacramento region since January 2001
- ✓ Old vehicle must still be operating on at least a part-time or seasonal basis
- ✓ Old vehicle must be turned into the vehicle dealership in the same condition that it was in while it was operating (see section 7(b) on Certificate requirements below for more information on old vehicle condition)

B. Application Requirements

The following items must accompany the completed application at time of submittal.

- ✓ Signed and dated application (see Appendix B – faxes will not be accepted)
- ✓ Signed and dated Sacramento County Tax Form W-9 (see Appendix F)
- ✓ Copy of title
- ✓ Vehicle Registration Information Record from the DMV dating back to January 2001 (see Appendix G and found at <http://www.dmv.ca.gov/forms/inf/inf1125.pdf>)

- ✓ Copies of the applicant's IRS Form 2290 (Heavy Highway Vehicle Use Tax Return) for all years dating back to tax year 2001 (see Appendix H or <http://www.irs.gov/pub/irs-pdf/f2290.pdf>)
- ✓ Mileage verification for previous two years – if verification isn't provided, applicant may opt into tracking mileage for 3 to 12 months based on estimated historic mileage
- ✓ Proof of vocation – verify the normal operation of the vehicle (i.e., aggregate hauler, local delivery truck, etc.)
- ✓ Proof of vehicle insurance since January 2001
- ✓ If engine tag is missing, applicant may be required to provide a printout of the engine horsepower from an participating engine dealership

C. Application Evaluation

SMAQMD will use its best efforts to evaluate applications within 5-10 business days upon receipt at the SMAQMD. Staff may request additional information of the applicant and can deny the application if the requested information is not provided. Incomplete and illegible applications will be returned to the applicant or the vendor. An incomplete application is an application that is missing information critical to the evaluation of the project. If the applicant does not respond within 30 days, the application will be automatically terminated and the application process will have to be reinitiated in order for the project to be reconsidered.

After evaluating the application, staff will conduct an inspection of the old vehicle. Staff may allow a participating dealership to conduct the inspection of the old vehicle and provide pictures verifying the vehicle condition.

D. Replacement Vehicle Requirements

The applicant must submit a vehicle information form and ensure that the replacement truck meets the following requirements:

- (a) Model Year Requirements (UPDATED): All replacement vehicles must have a manufacture date of 2000 or newer. In addition, all engines in the replacement vehicles must have a manufacture date of 1999 or later.
- (b) Horsepower Requirements: The horsepower of the old and replacement vehicles must be the same, unless the difference is approved by program staff. **Engine horsepower is related to the emissions produced by a vehicle.**

Horsepower information should be available on the old engine tag. If the engine tag is missing, program staff may opt to determine the horsepower of the replacement vehicle, or may require the applicant to provide proof of horsepower through a chassis dynamometer test. The test must have been completed within 30 days prior to submitting the application.

The horsepower of the replacement vehicle will be based upon the following: (i) the old engine tag, or (ii) the test results of the dynamometer test which will take into account a 15% loss in actual horsepower based on transmission

loss. In no case will staff approve a horsepower rating on the replacement vehicle that is more than 20% greater than on the old engine tag.

The horsepower of the engine can not be increased throughout the term of the agreement.

- (c) System Modifications: Modifications to the following are not allowed: engine performance characteristics (including changes in horsepower), emission characteristics, engine emission components (not including repairs with like original equipment manufacturer replacement parts) or any other modifications that cause the engine's emission control system to be modified.
- (d) Truck Weight Requirements: Heavy-duty trucks in the SECAT Program are separated into two classes for emission purposes: 14,001-33,000 lbs. GVWR and 33,001 and greater GVWR. The replacement vehicle must be in the same weight class as the old vehicle.
- (e) Truck Axle and Body Configuration Requirements (UPDATED): The replacement vehicle must have the same axle and body configuration as the old vehicle. Staff may allow slight changes based on the latest technology. Changes must be requested and approved prior to the purchase of the replacement vehicle.
- (f) Body Funding (if applicable): If funding is available, staff may approve additional funds to help off-set the costs of purchasing a body for the replacement vehicle or transferring the original body to the replacement vehicle. Request approvals will be based on necessity for the operation of the vehicle.
- (g) Engine Warranty Requirements: All applicants must purchase a minimum of a 1-year / 100,000 mile major component engine warranty as part of the SECAT Program. Even though it is not a requirement, the SECAT Program suggests that the highest grade warranty be purchased in order to avoid any problems in the future. The SECAT Program is not responsible for any failure of the replacement vehicle, engine or any part, component or accessory. The applicant takes sole responsibility for ensuring that the truck is in operational condition throughout the agreement period. No additional funds will be issued for maintenance or repairs related to the operation of the vehicle.
- (h) Particulate Matter Control Device: In order to further reduce particulate and NOx emissions, particulate matter retrofit control devices will be installed on all replacement vehicles unless funding is not available or a CARB verified/certified particulate matter control device that is not available. Otherwise, device installation will occur prior to vehicle delivery to the applicant. If funding is available, future maintenance for particulate matter control device upkeep may be paid with SECAT funds.
- (i) SECAT Program Decals: Two SECAT Program decals will be provided for each truck. Decals must be applied to each side and must be easily viewed by the public.

- (j) Pictures of the new vehicle: Staff or a participating dealership will take pictures of the new vehicle prior to delivery to the applicant. Pictures taken by the participating dealership must be submitted in digital format, and must show:

- ✓ Front of vehicle – hood down
- ✓ Right side of vehicle – hood down
- ✓ Left side of vehicle – hood down
- ✓ Vehicle Identification Number – tag inside cab
- ✓ Model year – tag inside cab
- ✓ Odometer Reading
- ✓ Hour meter reading
- ✓ Engine
- ✓ Engine serial number – tag on engine
- ✓ Engine horsepower – tag on engine
- ✓ Emission certification – tag on engine
- ✓ Digital odometer unit
- ✓ Particulate matter control device – serial number (if applicable)
- ✓ Additional modifications / body
- ✓ SECAT Program decals applied to the vehicle body

E. Funding Requirements

Funding amounts will be based on three criteria:

- (a) The SECAT Program's cost-effectiveness limit of \$50,000 / 1-year ton of NO_x;
- (b) For used replacement trucks, no more than the value given by the National Automotive Dealership Association (N.A.D.A.) commercial truck guide adjusted loan value; and
- (c) For new replacement trucks, no more than 72% of the invoiced price.

All funds issued by the SECAT Program must be applied towards the stated vehicle(s) and any approved parts and accessories.

F. Legal Ownership of the Replacement Vehicle

- (a) Leased vehicles and engines are not eligible: The participant must own and operate the replacement vehicle or engine. The participant may obtain financing to assist in the purchase. Leased vehicles and engines are not eligible for SECAT or Incentive Program funds. Leasing companies that lease vehicles or engines to others are likewise not eligible to receive SECAT or Incentive Program funds. If it is unclear whether a vehicle is owned or leased by an applicant, the District will determine whether the vehicle is eligible.
- (b) (UCC-1 Financing Statement Form): The SECAT Program requires that the Sacramento Metropolitan AQMD be added as the first lien-holder on the title of the replacement vehicle throughout the term of the agreement (usually five

years), unless a financial institution with an interest in the vehicle requires that it be listed as the first lien-holder. The applicant must also submit a completed UCC-1 Financing Statement Form (see Appendix I or go to http://www.ss.ca.gov/business/ucc/ra_9_ucc-1.pdf) to the California Secretary of State, with a copy sent to SMAQMD at the address below, within 30 days of the purchase of the replacement vehicle. The financing statement should have the SMAQMD as the secured party and the vehicle should be listed as collateral. On both the title and the UCC-1 Form, the SMAQMD should be listed as follows:

Sacramento Metropolitan Air Quality Management District (SMAQMD)
777 12th St., 3rd Floor
Sacramento, CA 95814
(916) 874-4800

G. Certificates of Compliance

The applicant must obtain certificates of compliance showing that all program requirements have been met. The following is the list of certificates with an explanation of how to ensure that all program requirements are met. Certificates should be turned into staff by participating vehicle dealerships and salvage yards no later than 30 days after the reimbursement check is issued. Example certificates can be found in Appendix J.

- (a) Certificate of Existing Vehicle Acceptance and Salvage: This certificate must be signed by both the vehicle dealership at the time the existing (old) vehicle is turned in and by the salvage yard at the time the old vehicle is destroyed.

The old vehicle must be turned in within 30 days of taking possession of the new vehicle. The old vehicle **must** be in the same operating condition as it was during the first inspection. If the truck is stripped or parts are taken off, the applicant will be in breach of the contract and will either be required to reinstall all missing parts to the participating salvage yards or repay the total incentive amount.

The salvage yard has 30 days to destroy the truck by cutting the frame rails and punching a hole in the engine block large enough to prevent repairs. The salvage yard must also take pictures of the destroyed vehicle and register the title with DMV as Non-Repairable Vehicle – where the VIN number can no longer be used. **Non-Repairable Vehicle Notice** must be filed by the owner/salvage yard within 30 days of delivery (the form can be found at http://www.dmv.ca.gov/forms/reg/reg480_eir.pdf). Pictures of the vehicle must include the following:

- ✓ Front of vehicle with hood down
- ✓ Right side of vehicle with hood down
- ✓ Left side of vehicle with hood down
- ✓ Vehicle Identification Number (VIN) on tag inside of cab and on frame rail
- ✓ Odometer reading

- ✓ Engine
- ✓ Engine serial number on tag or stamped on block
- ✓ Hole in engine
- ✓ Frame rails cut into two pieces

- (b) Certificate of Vehicle / Equipment Inspection Form: This certificate must either be signed by SMAQMD staff or a participating vehicle / equipment dealership as designated by the SECAT Program. This certificate provides verification of the old and new vehicles and equipment. Old vehicles must be inspected under normal operating conditions.

H. Performance Requirements / Contractual Obligations of the Participant

All participants in the Fleet Modernization Program will be required to agree to the following terms for a minimum of five years. These requirements are included with the requirements in the general guidelines.

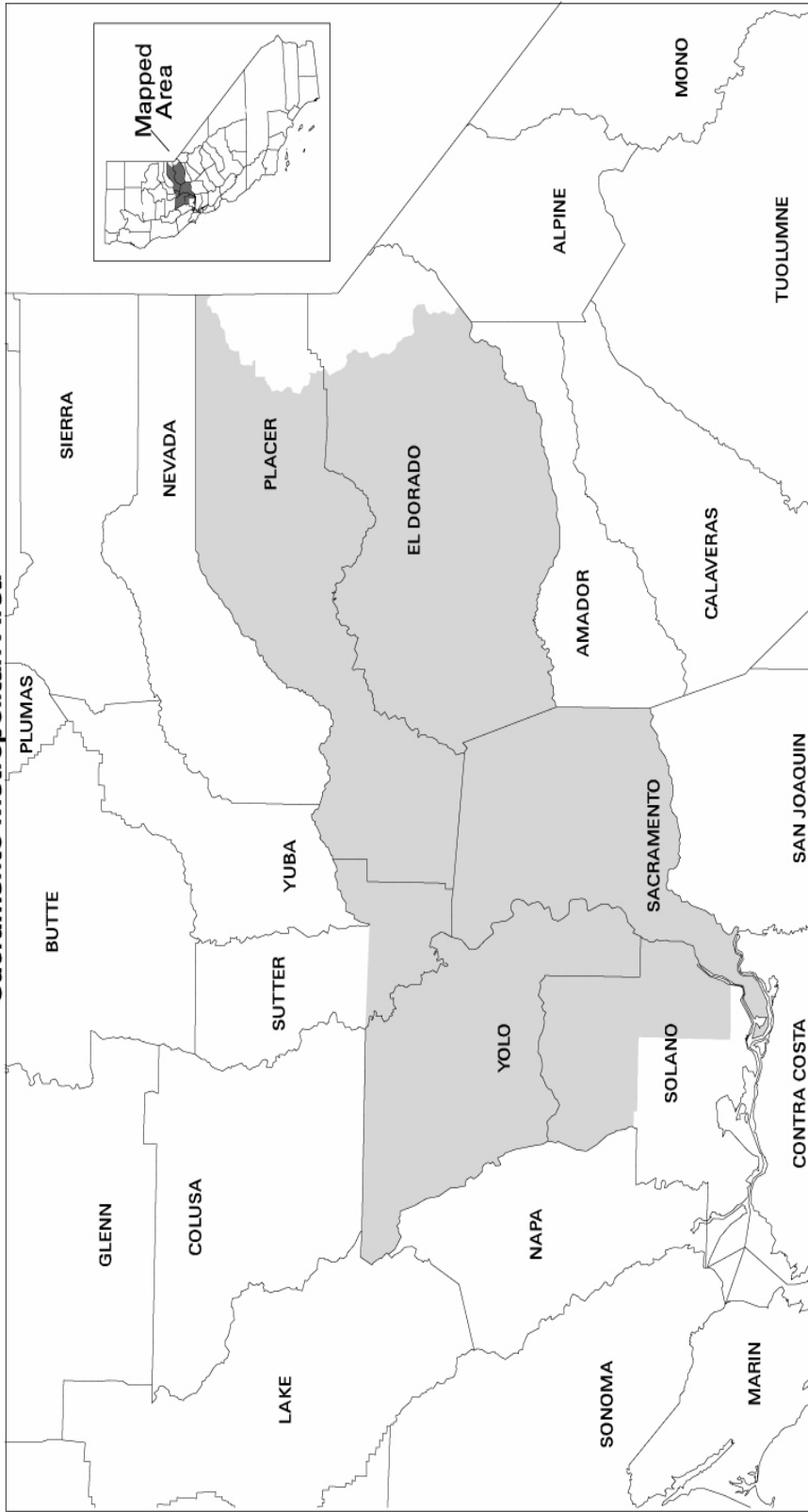
- (a) Vehicle Vocation: The replacement vehicle must operate in the same vocation(s) (i.e., used for the same purpose) for the next five years and at least 85% of the time. If a change of vocation is required to stay in operation, a written explanation must be provided to the SECAT Program and approved by staff.
- (b) Maximum Mileage Limits: The total accumulated mileage on the replacement vehicle can not be over 130% of the average historic mileage for the past two years. Exceptions to this must be submitted to and approved by the SMAQMD. An example of an exception is if the economy allows for increased mileage but the vocation(s) of the vehicle must stay the same
- (c) Accident Reports: If the replacement vehicle is involved in an accident, the applicant will need to report the accident to program staff within 10 business days. The applicant will be required to provide a police report of the accident, a letter from the insurance company regarding the accident, and any additional information request by the SMAQMD. Down time due to an accident will be credited toward the performance requirements as long as the information is reported as requested and the participant repairs the vehicle as soon as possible. The participant will be required to repair the vehicle and return it to operation if possible. If the vehicle is totaled, the participant and the SECAT Program staff will need to come to an agreement as to what, if any, performance requirements will still need to be met.

Appendices A-L

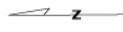
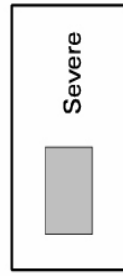
Appendix A

Map of the Sacramento Region – Sacramento Federal Ozone Non-Attainment Area (Shaded)

Federal Ozone Nonattainment Area - "Severe" Designation Status
Sacramento Metropolitan Area



This map represents the Federal EPA's classification of the Sacramento Metropolitan Area designated as severe in attaining National Ambient Air Quality Standards for ozone. The coverage shows EPA-designated areas (comprised of counties, partial counties, air basins, drainages and urbanized areas). The coding is based upon the Code of Federal Regulations, Title 40 part 81, entitled "Designation of Areas for Air Quality Planning Purposes" (Federal Register Volume 56, Number 215, November 6, 1991). The Coverage used to make the map was created August 1994 by Teale Data Center, and was edited January 30, 1996, to reflect changes published in the Federal Register (FR 20238) on April 25, 1995, when Sacramento ozone nonattainment status changed from "Serious" to "Severe".



Appendix B – Application (Sample)

Appendix C Insurance Requirements

Verification of Coverage

Participant shall furnish the District with certificates evidencing the coverage required below. Certified copies of required endorsements must be attached to the provided certificates. **All certificates are to be received and approved by the District before work commences.** The District reserves the right to require Participant to provide complete, certified copies of any policy of insurance offered in compliance with these specifications. As an alternative to insurance certificates, Participant's insurer may voluntarily provide complete, certified copies of all required insurance policies, including endorsements, affecting the coverage required by these specifications.

Additional Insured

The policy must name SACOG and SMAQMD as additional insured. Proof of additional insured must be mailed directly to SMAQMD.

Minimum Scope of Insurance

During the term of this Agreement, Participant shall, at its sole expense, obtain and maintain in full force and affect the type and limits of liability requirements as follows:

Coverage shall be at least as broad as:

Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001, most recent edition).

Insurance Services Office form CA 0001 (most recent edition) covering Automobile Liability, code 1 (any auto).

Worker's Compensation insurance as required by the State of California.

Comprehensive and collision coverage sufficient to replace the vehicle(s) and emission control system(s) included in the project.

Minimum Limits of Insurance

Participant shall maintain limits no less than:

General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.

Worker's Compensation: Statutory.

Comprehensive/Collision: Equal to the full replacement cost.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII. The District Liability and Property Insurance Manager may waive or alter this requirement, or accept self-insurance in lieu of any required policy of insurance if, in the opinion of the Risk Manager, the interests of the District and the general public are adequately protected.

Appendix D
Mileage Request Form (Sample)



MILEAGE & HOUR USAGE SURVEY

COMPLETED SURVEY DUE BY **8/31/04**

VIN or Serial #: _____

AGREEMENT #: _____

SEE ATTACHED INSTRUCTIONS SHEET

Date of Reading

/ /

<p>1. Actual Odometer Reading <input type="text"/> , <input type="text"/><input type="text"/><input type="text"/> , <input type="text"/><input type="text"/> 0 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 1 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 2 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 3 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 4 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 5 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 6 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 7 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 8 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 9 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> In Region Miles <input type="text"/> <input type="text"/><input type="text"/> , <input type="text"/><input type="text"/> A 0 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> N 1 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> D 2 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 3 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 4 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 5 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 6 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 7 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 8 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> 9 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/></p>	<p>2. 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District ID Only

SIGNATURE

DATE

Appendix E
Sample Reimbursement Form – Request for Payment

Company Name / Applicant Address City, State, Zip Phone
--

Date

Please remit payment of \$0.00 on the purchase of low emission vehicle(s) and engine(s) in participation of the Sacramento Emergency Clean Air Transportation (SECAT) Program under Agreement Number VET.

Please make the check a two-party check out to “Company Name / Applicant“ and “Dealership“.

Thank you,

Signed: Signed by, Title

Tax ID # _____ Fed. # SSN

Agreement Number VET 0 -

Replacement Vehicle Information:

Make and Model: Year:

VIN#

New Engine Make and Model: Year:

Reimbursement Amount: \$0.00

Appendix F
Sacramento County Tax Form W-9

<http://www.finance.saccounty.net/Auditor/PDF/PayeeDataForm.pdf>



COUNTY OF SACRAMENTO
DEPARTMENT OF FINANCE
AUDITOR-CONTROLLER

700 H Street, Room 4650, Sacramento, California 95814
 Telephone: (916) 874-7422 Facsimile: (916) 874-6454

MARK NORRIS
 Director of Finance

JULIE A. VALVERDE
 Assistant Auditor-Controller

PAYEE DATA RECORD
 (Required in lieu of IRS W-9 when doing business with the County of Sacramento)

1	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:30%;"><small>DEPARTMENT/OFFICE</small></td> <td>Department of Finance, Auditor-Controller</td> </tr> <tr> <td><small>STREET ADDRESS</small></td> <td>700 H Street, Room 4650</td> </tr> <tr> <td><small>CITY, STATE, ZIPCODE</small></td> <td>Sacramento, CA 95814</td> </tr> <tr> <td><small>TELEPHONE NUMBER</small></td> <td>(916) 874-7411</td> </tr> </table>	<small>DEPARTMENT/OFFICE</small>	Department of Finance, Auditor-Controller	<small>STREET ADDRESS</small>	700 H Street, Room 4650	<small>CITY, STATE, ZIPCODE</small>	Sacramento, CA 95814	<small>TELEPHONE NUMBER</small>	(916) 874-7411	<small>PURPOSE:</small> Information contained in this form will be used by the County of Sacramento to prepare information Returns (Form 1099). Prompt return of this fully completed form will prevent delays when processing payments. <i>(See Privacy Statement on reverse)</i>																																																																			
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County of Sacramento
 PAYEE DATA RECORD - STD. 204 (REV. 10-2001) (REVERSE)

SAMPLE ONLY - DO NOT USE THIS COPY
Please obtain original from application

Appendix G
DMV Request Form – Registration Information Records
<http://www.dmv.ca.gov/forms/inf/inf1125.pdf>



**REQUEST FOR YOUR OWN
 DRIVER LICENSE/IDENTIFICATION CARD (DL/ID)
 OR
 VEHICLE/VESSEL REGISTRATION (VR) INFORMATION RECORD
 FEE: \$5.00 FOR EACH CURRENT RECORD**

Write your DL/ID number or plate or VIN on the front or the back of your check.
 DO NOT COMPLETE THIS FORM UNLESS YOU ARE REQUESTING YOUR OWN DL/ID RECORD
 OR YOU ARE THE CURRENT VR REGISTERED OWNER ON FILE WITH THE DEPARTMENT.

REQUESTER'S INFORMATION PLEASE PRINT CLEARLY

FULL LEGAL NAME (FIRST, MI, LAST)

ADDRESS

CITY

STATE

ZIP CODE

DAYTIME TELEPHONE

()

SIGNATURE

DATE

X

Check box(es) for type of record(s) you are requesting.

DRIVER LICENSE/ID RECORD
 (Complete boxes A & B)

VEHICLE/VESSEL REGISTRATION
 RECORD (Complete boxes C & D)

A. CALIF. DRIVER LICENSE/ID NUMBER

C. CALIF. LICENSE/CF NUMBER

B. BIRTH DATE (MO/DAY/YR)

D. VEHICLE/VESSEL ID NUMBER

DMV USE ONLY

ID Verified by Cashier Line Date

This request may be presented in person to your local DMV office or mailed to DMV Headquarters:

Department of Motor Vehicles
 P. O. Box 944247 MS G199
 Sacramento, CA 94244-2470

INF 1125 (REV. 11/2000) WWW

Complete if mailing.

Send information to: (Print your name and address clearly in the box.)

NAME		
ADDRESS		
CITY	STATE	ZIP CODE

INF 1125 (REV. 11/2000) WWW

— También disponible en español —

SAMPLE ONLY – DO NOT USE THIS COPY
Please obtain original from DMV (see above website)

Appendix H
IRS Form 2290

<http://www.irs.gov/pub/irs-pdf/f2290.pdf>

SCHEDULE 1 (Form 2290) <small>(Rev. July 2004)</small> <small>Department of the Treasury</small> <small>Internal Revenue Service</small>	Schedule of Heavy Highway Vehicles For the period July 1, 2004, through June 30, 2005 <small>This copy will be stamped and returned to you for use as proof of payment when registering vehicle(s) with a state.</small>	<small>OMB No. 1545-0143</small>
--	---	----------------------------------

Type or Print	Name as shown on Form 2290	Employer identification number
	Address (number, street, and room or suite no.)	
	City, state, and ZIP code (For Canadian or Mexican address, see page 4 of the instructions.)	

Caution: You must list all vehicles. Attach a separate list if needed.

Part I Vehicles on Which You Are Reporting Tax. See page 7 of the instructions.

	Vehicle Identification Number	Category	Vehicle Identification Number	Category
1		7		
2		8		
3		9		
4		10		
5		11		
6		12		

Part II Vehicles for Which Tax Is Suspended—5,000 Miles or Less (7,500 Miles or Less for Agricultural Vehicles). See page 7 of the instructions.

	Vehicle Identification Number	Category	Vehicle Identification Number	Category
1		W	2	W

Part III Summary of Reported Vehicles

a Enter the number of taxable vehicles from Form 2290, page 2, column 3, Totals	a	
b Enter the total number of taxable vehicles on which the tax is suspended from Form 2290, page 2, column 3 (category W)	b	

For Privacy Act and Paperwork Reduction Act Notice, see page 9 of the instructions.

Schedule 1 (Form 2290) (Rev. 7-2004)

SAMPLE ONLY – DO NOT USE THIS COPY
Please obtain original from IRS (see above website)

**Appendix I
UCC-1 Form**

http://www.ss.ca.gov/business/ucc/ra_9_ucc-1.pdf



UCC FINANCING STATEMENT

FOLLOW INSTRUCTIONS (front and back) CAREFULLY

A. NAME & PHONE OF CONTACT AT FILER (optional)
B. SEND ACKNOWLEDGMENT TO: (Name and Address)

THE ABOVE SPACE IS FOR FILING OFFICE USE ONLY

1. DEBTOR'S EXACT FULL LEGAL NAME - insert only <u>one</u> debtor name (1a or 1b) - do not abbreviate or combine names					
1a. ORGANIZATION'S NAME					
OR					
1b. INDIVIDUAL'S LAST NAME		FIRST NAME		MIDDLE NAME	
SUFFIX					
1c. MAILING ADDRESS			CITY	STATE	POSTAL CODE
			COUNTRY		
1d. TAX ID #:	SSN OR EIN	ADD'L INFO RE ORGANIZATION DEBTOR	1e. TYPE OF ORGANIZATION	1f. JURISDICTION OF ORGANIZATION	1g. ORGANIZATIONAL ID #, if any
					<input type="checkbox"/> NONE
2. ADDITIONAL DEBTOR'S EXACT FULL LEGAL NAME - insert only <u>one</u> debtor name (2a or 2b) - do not abbreviate or combine names					
2a. ORGANIZATION'S NAME					
OR					
2b. INDIVIDUAL'S LAST NAME		FIRST NAME		MIDDLE NAME	
SUFFIX					
2c. MAILING ADDRESS			CITY	STATE	POSTAL CODE
			COUNTRY		
2d. TAX ID #:	SSN OR EIN	ADD'L INFO RE ORGANIZATION DEBTOR	2e. TYPE OF ORGANIZATION	2f. JURISDICTION OF ORGANIZATION	2g. ORGANIZATIONAL ID #, if any
					<input type="checkbox"/> NONE
3. SECURED PARTY'S NAME (or NAME of TOTAL ASSIGNEE of ASSIGNOR S/P) - insert only <u>one</u> secured party name (3a or 3b)					
3a. ORGANIZATION'S NAME					
OR					
3b. INDIVIDUAL'S LAST NAME		FIRST NAME		MIDDLE NAME	
SUFFIX					
3c. MAILING ADDRESS			CITY	STATE	POSTAL CODE
			COUNTRY		

4. This FINANCING STATEMENT covers the following collateral:

5. ALTERNATIVE DESIGNATION (if applicable):	<input type="checkbox"/> LESSEE/LESSOR	<input type="checkbox"/> CONSIGNEE/CONSIGNOR	<input type="checkbox"/> BAILEE/BAILOR	<input type="checkbox"/> SELLER/BUYER	<input type="checkbox"/> AG. LIEN	<input type="checkbox"/> NON-UCC FILING	
6. <input type="checkbox"/> This FINANCING STATEMENT is to be filed (for record) (or recorded) in the REAL ESTATE RECORDS. Attach Addendum.	7. Check to REQUEST SEARCH REPORT (S) on Debtor(s) (if applicable). [ADDITIONAL FEE]		[optional]		<input type="checkbox"/> All Debtors	<input type="checkbox"/> Debtor 1	<input type="checkbox"/> Debtor 2
8. OPTIONAL FILER REFERENCE DATA							

FILING OFFICE COPY — NATIONAL UCC FINANCING STATEMENT (FORM UCC1) (REV. 07/29/98)

SAMPLE ONLY – DO NOT USE THIS COPY
Please obtain original from the Office of Secretary of State (see above website)

Appendix J
Certificates of Compliance (Sample)

CERTIFICATE	
Existing Vehicle Acceptance and Salvage	
SECAT Master Agreement / Participant Agreement	
Participant	Agreement Number VET ##-####
Contact Company Name Address City, State, Zip Phone Number	
Existing Vehicle / Engine Information	
Make:	Engine Make:
Model:	Model:
Year:	Year:
VIN:	Engine Serial Number:
Odometer Reading:	Horsepower:
Date existing vehicle was accepted by dealership:	
Dealership Statement:	
I certify under penalty of perjury that: (i) ownership of the vehicle identified above was transferred to me on _____, and (ii) I understand that I have 30 days to transfer vehicle to an authorized salvage company for salvage, as provided in the SECAT program guidelines and Master Agreement.	
Dealership: Address: City, State, Zip: Phone Number:	
(business stamp ok)	
Authorized Name:	
Authorized Signature:	Date:
Date salvage yard received vehicle:	
Salvage Yard Statement:	
I certify under penalty of perjury that within 30 days from the date I received the old vehicle or engine identified above: (i) the engine block was cracked, (ii) the vehicle frame rails cut, and (iii) a Non-Repairable Vehicle Notice has been filed with the DMV. Photos of the destroyed vehicle that are required under the SECAT Program Guidelines are attached to this Existing Vehicle Acceptance and Salvage Certificate.	
Dealership: Address: City, State, Zip: Phone Number:	
(business stamp ok)	
Authorized Name:	
Authorized Signature:	Date:

CERTIFICATE	
Vehicle / Equipment Inspection Form	
SECAT Master Agreement / Participant Agreement	
Participant Information	Agreement Number VET
Contact Company Name Address City, State, Zip Phone Number	
Existing Vehicle / Engine Information	Inspection Date:
Vehicle Make:	Engine Make:
Model:	Model:
Year:	Year:
VIN:	Engine Serial Number:
Odometer Reading:	Horsepower:
New Vehicle / Engine Information	Inspection Date:
Vehicle Make:	Engine Make:
Model:	Model:
Year:	Year:
VIN:	Engine Serial Number:
Odometer Reading:	Horsepower:
<p><i>Dealership Statement:</i></p> <p>I certify under penalty of perjury that: (i) the information provided above is accurate, and (ii) that I understand that this Vehicle / Equipment Inspection Certificate is incorporated in the SECAT Master Agreement.</p>	
Dealership: Address: City, State, Zip: Phone Number:	
(business stamp ok)	
Authorized Name:	
Authorized Signature:	Date: