

**APPENDIX L – VOUCHER INCENTIVE PROGRAM AIR DISTRICT PAYMENT
REVIEW CHECKLIST**

MSCD/ITAB-233 (NEW 01/2023) PAGE 1 OF 1

Applicant:	Company (if any):	Dealer:
Voucher Number:	Voucher Amount:	Submittal Date:

Verify the following information in the reimbursement package:

- Applicant information matches application
- Voucher number is correct
- Voucher amount is correct
- Replacement vehicle information matches application, quote information, and Voucher Incentive Program requirements
- Invoice correctly shows the final price less the voucher amount

Verify that the following documents are included in the reimbursement package:

- Reimbursement invoice
- Original Receipt of voucher signed by the applicant (original signature)
- Voucher
- Signed financing information, if vehicle was financed
- Warranty information
- Completed final invoice, signed and dated by the applicant
- DMV paperwork showing California registration with owner's name
- DMV paperwork showing that the replacement vehicle has been registered
- Inspection forms and photos of the replacement vehicle
- Inspection forms and photos of the replaced vehicle in dealership custody
- Copy of Title of the existing (replaced) vehicle, signed and dated by the applicant
- Used replacement vehicle title does not show salvage status (if applicable)

Reimbursement approved?

- Yes No

Comments (Use back side of checklist for additional comments if necessary):

Funding Date: _____
Copy of check in project folder

Check Number: _____