*Statement of Sales Evidence Template*

[use template on company letterhead]

[insert company name]

The day of [insert day, month and year]

As a representative of [insert company name] I am providing the following official company records of zero-emission vehicle (ZEV) sales in support of an application for ZEV credits.

*[list the uploaded ZEV sales evidence documents by name]*

I confirm that, and explain where/how, these documents provide the sales information specified in the table below, for each ZEV sale contained in the credit application.

|  |  |
| --- | --- |
| **Type of Information** | **Details of evidence documents information** |
| Vehicle Identification Number (VIN) | *[explain where/how the documents provide this information]* |
| Vehicle model year | *[explain where/how the documents provide this information]* |
| Vehicle make | *[explain where/how the documents provide this information]* |
| Vehicle model | *[explain where/how the documents provide this information]* |
| Date of retail sale/lease | *[explain where/how the documents provide this information]* |
| Location in British Columbia of sale/lease | *[explain where/how the documents provide this information]* |
| Retail sale/lease of the vehicle | *[explain where/how the documents provide this information]* |
| First retail sale/lease of vehicle | *[explain where/how the documents provide this information]* |

I confirm each of the following ZEV sales (as identified by their VIN) are a retail sale or retail lease in British Columbia of the motor vehicle that is the first retail sale or retail lease, as the case may be, of that motor vehicle in British Columbia or another jurisdiction in or outside Canada.

*[list the VIN of each vehicle]*

(optional) I provide the following additional details of these retail sales or leases.

*[insert additional information if applicable – e.g. information on why the vehicle is not registered with ICBC]*

[insert signature]

[print name]

[insert job title]