



Texas Volkswagen Environmental Mitigation Program

Disposition Forms

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printed on recycled paper



**TEXAS COMMISSION
ON ENVIRONMENTAL QUALITY**

**Texas Commission on Environmental Quality
Texas Volkswagen Environmental Mitigation Program (TxVEMP)**

Disposition Tips

Remember! You will not receive reimbursement for your new equipment until disposition is approved.

The TxVEMP defines disposition as the destruction of a grantee's old equipment or vehicle by cutting the frame rails and drilling two three-inch holes in the engine block. For repower projects, disposition is limited to the destruction of the old engine block.

1. A Texas Nonrepairable Vehicle Title is required for proof of destruction of on-road vehicles.

To apply for a Texas Nonrepairable Vehicle Title (Form VTR-441), contact the Texas Department of Motor Vehicles (TXDMV) at (512) 465-1285 or visit:

https://www.txdmv.gov/txdmv-forms/cat_view/21-forms/169-vehicle-titles-registration/172-salvage

2. You, the grantee, are responsible for completing the disposition of the vehicle/equipment.

If someone else destroys your old vehicle/equipment for you, you are still responsible for making sure that the destruction complies with program requirements. Keep your old vehicle until the program approves its disposition; only then can you receive reimbursement for your new vehicle/equipment.

3. Make sure the old vehicle/equipment and engine identification numbers on the disposition form match the vehicle and engine numbers in your contract.

Please contact us right away at (833) 215-TXVW (8989), if there are any discrepancies with this information.

4. Take clear color photos to document the disposition of the vehicle/equipment.

Photos must be printed in color or submitted on a disc or USB drive. We must be able to clearly see the destruction of the vehicle/equipment, including the engine ID in the pictures.

5. Keep copies of your disposition documents and photos.

We recommend sending us your information by certified mail or FedEx/UPS (Express Mail) so that you are able to track your package. We also accept standard mail (USPS).

6. Refer to your contract and the TxVEMP Request for Grant Applications (RFGA) for instructions on how to complete the disposition process before you get stated.

Visit www.txvwfund.org for a copy of the TxVEMP RFGA.

If you have any questions about disposing of the old vehicle/equipment, call (833) 215-TXVW (8989).

Submit the completed and signed form to:

Standard Mail

Texas Commission on Environmental Quality
TxVEMP Disposition, MC 204
P.O. Box 13087
Austin, TX 78711-3087

Express Delivery

Texas Commission on Environmental Quality
TxVEMP Disposition, MC 204
12100 Park 35 Circle
Austin, TX 78753

**Texas Commission on Environmental Quality
Texas Volkswagen Environmental Mitigation Program (TxVEMP)**

Form 3a: Disposition for Replacement Activity

Replacement: Disposition of Vehicles or Non-Road Equipment. Use a separate form for each activity.				
Contract Number:		Activity Number:		
Name on Contract:				
Primary Phone:		E-mail Address:		
Address:				
City:		State:		Zip Code:

Old Vehicle/Equipment Information				
<i>The information below should match your contract.</i>				
Full Equipment ID Number or Last 4 Digits of Vehicle ID Number (VIN):				
Vehicle/Non-Road Equipment Make:				
Equipment Model:		Equipment Year:		
Engine Make:				
Engine Model:		Engine Year:		

Physical Destruction	
The checklist below is provided for your reference. You are responsible for ensuring that all destruction work and photos are correctly submitted. We require color photos, printed, or digital on disc or USB drive.	
	<p>The old vehicle / equipment (including the engine) has been destroyed. A 3-inch or larger hole was drilled on BOTH SIDES of the engine block. The holes in the block cannot be on a removable plate. Both frame rails were cut in half. Alternatively, the equipment and engine may be completely crushed. <i>Tip: For visibility in photos, paint a bright color around holes and cuts; this may aid for faster review.</i></p>

REQUIREMENTS FOR ON-ROAD VEHICLES

	Entire vehicle (both sides, end-to-end) AFTER destruction. Photos must show the frame rails were cut in half. <i>Close-up photos of the destruction and photos of the destruction taken at 2 to 4 feet away.</i>
	Engine block (both sides) BEFORE and AFTER destruction.
	Texas Nonrepairable Vehicle Title issued by the Texas Department of Motor Vehicles. <i>Please provide the TCEQ with a copy of the nonrepairable title.</i>

REQUIREMENTS FOR NON-ROAD EQUIPMENT

	Entire piece of equipment (both sides, end-to-end) after destruction. <i>Close-up photos of the destruction and photos of the destruction taken at 2 to 4 feet away.</i>
	Engine block (both sides) BEFORE and AFTER destruction.
	Structural damage (both sides) to the frame / axle / articulated plates. Photos must show cuts / destruction.

I, the undersigned, certify that to the best of my knowledge all submitted information is true. I **understand that I must complete the disposition process before receiving reimbursement from the TCEQ.** I understand that failure to comply with these requirements may result in cancellation of the grant contract and my classification as a high-risk candidate. High-risk candidates may be ineligible for grant awards in future rounds of funding.

Grantee's Signature:			
Print Name and Title:		Date:	

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Form 3b: Disposition for Repower Activity

REPOWER: Disposition of the Engine. Use a separate form for each repower activity.					
Contract Number:		Activity Number:			
Name on Contract:					
Primary Phone:		E-mail Address:			
Address:					
City:		State:		Zip Code:	

Old Engine Information <i>The information below should match your contract.</i>			
Engine Identification Number:			
Engine Make:			
Engine Model:		Engine Year:	

Physical Destruction
The checklist below is provided for your reference. You are responsible for ensuring that all destruction work and photos are correctly submitted. We require color photos, printed, or digital on disc or USB drive.

Please complete A or B below.

A. Old engine was scrapped (destroyed)

	A 3-inch or larger hole was drilled on BOTH SIDES of the engine block. The holes in the block cannot be on a removable plate. One of the holes must be close to the engine I.D. number.
	Photos of the engine block BEFORE destruction. (All sides: Left, Right, Front, and Back) <i>"Before" photos may not be the same as those provided with the application.</i>
	Photos of the engine block AFTER destruction. Holes on each side must be visible. <i>Holes must be 3 inches or larger and not on a removable plate.</i>
	A photo of the engine I.D. number. One of the holes must be close to the engine I.D. number.

B. Old engine was sent to a remanufacturing facility

	The facility is operated or authorized by the original engine manufacturer to remanufacture the engine. The process includes removing all parts and using the old block to rebuild an engine with a new I.D. number. Documentation from the remanufacturing facility must validate receipt of the old engine and indicate its I.D. number.
	Documentation from the remanufacturing facility showing the old engine I.D. number.

I, the undersigned, certify that to the best of my knowledge all submitted information is true. I understand that I must complete the disposition process before receiving reimbursement from the TCEQ. I understand that failure to comply with these requirements may result in cancellation of the grant contract and my classification as a high-risk candidate. High-risk candidates may be ineligible eligible for grant awards in future rounds of funding.	
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Grantee's Signature:			
Print Name and Title:		Date:	