

# Truck Replacement Program Grant Application Checklist

To complete your Regional Truck Replacement Grant Application, please provide **ALL** of the following documentation:

- Complete Pre-Inspection** – Contact a Truck Replacement Center advisor to schedule an appointment to take photos of your existing pre-1994 model year drayage truck. Fleet owners applying for multiple trucks may contact a Truck Replacement Center advisor to request pre-inspections at your company's location (subject to advisor's discretion).
- Complete Certification Forms
  - **W-9**
  - **Notice of Obligations**
  - **Additional Applicant Information**
- Copy of Old **Vehicle title** - Must be free and clear of all liens, applicant must be listed as registered owner, and VIN on title must match application/registration.
- Copies of Old **Vehicle registration** - Provide current and previous year's registration. If truck is seasonally registered, please provide copies of registration for 12 of the last 18 months.
- Copy of current and valid **driver's license issued in the United States**. (Front and back).
- Copy of current and valid **Transportation Worker Identification Credential (TWIC)** (Front and back).
- Copies of **Dealer Quote with Engine Family Name** and **NADA® Value Report** for the Replacement Vehicle.
- Proof of Drayage Vocation** – Show that the Old Vehicle made approximately 200 trips to the Port Authority's marine terminals\* during the previous 12 months. Provide 24 days of documentation (e.g. bills of lading, invoices, trip tickets, driver's logs, etc.) from the last 12 months.
- Proof of Insurance** – Provide the Old Vehicle's Primary Liability Coverage for the previous 12 months (e.g. Accord form).

**In addition, if you have NOT been approved to receive low-interest financing from ACCION USA (or if you are not applying for it) you must also provide:**

- Proof of Financing** through an alternate financial institution or proof of sufficient funds for the balance of the replacement truck (e.g. bank statements).

\*Port Newark/Elizabeth Port Authority Marine Terminal, Port Jersey Marine Terminal, Brooklyn Marine Terminal, Howland Hook Marine Terminal.