



## Instructions for Completing and Submitting the Converted Vehicle Certification Form

The Converted Vehicle Certification Form must be completed and submitted to the Georgia Environmental Protection Division (“EPD”) for certification that the converted vehicle meets the requirements in the definition of “converted vehicle” found in GA. COMP. R. AND REGS., r. 391-3-25-.01(f) to apply for the tax credit allowed under O.C.G.A. § 48-7-40.16. Please note: EPD is only responsible for certifying that the converted vehicle meets the requirements in the definition. The Georgia Department of Revenue administers this tax credit.

### Definitions

A “converted vehicle” is defined as –

“a motor vehicle that is retrofitted so that it is fueled solely by an alternative fuel as defined in O.C.G.A. § 48-7-40.16 and which meets the emission standards set forth for that class of low emission vehicle (LEV), ultra low emission vehicle (ULEV) or zero emission vehicle (ZEV).”

GA. COMP. R. AND REGS., r. 391--3-25-.01(f).

“Vehicle” is defined as –

“a motor vehicle,” which is defined as “any self-propelled vehicle designed for transporting persons or property on a street or highway that is registered by the Motor Vehicle Division of the Department of Revenue.”

GA. COMP. R. AND REGS., r. 391--3-25-.01(t) and (bb).

“Alternative fuel” is defined as –

“methanol, denatured ethanol, and other alcohols; mixtures containing 85 percent or more by volume of methanol, denatured ethanol, and other alcohols with gasoline or other fuels; natural gas; liquefied petroleum gas; hydrogen; coal derived liquid fuels; fuels other than alcohol derived from biological materials; and electricity, including electricity from solar energy.”

O.C.G.A. § 48-7-40.16(a)(1).

**Air Protection Branch**  
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### Completion of the CV Form

The Converted Vehicle Certification Form (“CV Form”) is available on EPD’s website at <https://epd.georgia.gov/forms-permits/air-protection-branch-forms-permits/clean-vehicle-tax-credits>. The CV Form must be completed and submitted by the owner of the converted vehicle. Page one of the CV Form must be signed by the owner of the converted vehicle unless the installer of the conversion kit is a company or individual other than the owner, then, a representative of the installer company or the individual who installed the conversion kit must sign the bottom of Page one under the Installer’s Information. Page two must be signed by the owner of the converted vehicle. The completed CV Form must include all the information requested.

### Submission of the CV Form to EPD

The signed CV Form must be submitted by the owner of the converted vehicle to EPD along with a copy of the certification provided by the manufacturer of the conversion kit certifying that the kit is federally certified to meet low, ultra-low or zero emission vehicle standards.

The signed CV Form and conversion kit manufacturer’s certification may be submitted to EPD electronically at [evc.taxcredits@dnr.ga.gov](mailto:evc.taxcredits@dnr.ga.gov). If the CV Form is submitted electronically, the form must contain the email address for the owner of the converted vehicle so that EPD may return the form electronically. The signed CV Form and supporting documentation may also be submitted to EPD by mail at:

Mobile & Area Sources Program  
Air Protection Branch  
Georgia Environmental Protection Division  
4244 International Pkwy., Suite 120  
Atlanta, Georgia 30354

EPD will review the completed CV Form and supporting documentation. If the requirements are met, EPD will sign the CV Form and return it electronically or by mail, depending on how the form was submitted to EPD.

### Electronic Signatures on the CV Form

All signers of the CV Form agree that any electronic signatures therein constitute original, valid signatures pursuant to the Uniform Electronic Transactions Act, O.C.G.A. § 10--12--1 *et seq.*