

LATE REPORTING ACKNOWLEDGEMENT LOW-USE EXEMPTION

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To report late and claim the Low-Use exemption for vehicle(s) in your fleet you must attest that you understand and confirm the points below. Email this signed form and the documentation checked below for each vehicle for which you are requesting to claim Low-Use to TRUCRS@arb.ca.gov. You may only report late once.

By signing below, I acknowledge and confirm the following:

- All of the information I have submitted (attached, on paper, or online) is a true and accurate record of my fleet information.
- I affirm that I do not have any outstanding citations and did not receive a citation for my fleet prior to acceptance of the conditions of this letter.
- I understand that each January I must report to demonstrate I meet the eligibility criteria to use a compliance extension or exemption as specified in the Truck and Bus regulation.
- I understand I am allowed to report late one time and will not be able to report late again for any flexibility option for any vehicle in my fleet and must upgrade as required.

I also confirm that I have submitted the documentation checked below:

<input type="checkbox"/> Third party mileage records from January 2018 or prior
<input type="checkbox"/> Third party mileage records from January 2019
<input type="checkbox"/> An estimate of the odometer reading on January 1 of the current compliance year
<input type="checkbox"/> A current picture of the vehicle(s) odometer and date the picture was taken

By signing below, I certify that I have the authority to enter into this agreement.

TRUCRS ID:	
Print Name:	Title:
Signature:	Date

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ACCEPTABLE THIRD PARTY RECORDS

FLEETS BASED IN CALIFORNIA

- If your vehicle(s) are subject to the Periodic Smoke Inspection Program (PSIP), provide slips from the prior two years.
- If your vehicle(s) are not subject to PSIP, provide Basic Inspection of Terminals (BIT) Program records.
 - If your vehicle(s) are not subject to BIT, third party maintenance records are acceptable.
- If records do not reflect December or January readings, please provide estimates of the January 1 reading for each applicable year.

FLEETS BASED OUTSIDE CALIFORNIA

- International Fuel Tax Agreement (IFTA) or International Registration Plan (IRP) fuel summary reports must be provided.
- If records do not reflect December or January readings, please provide estimates of the January 1 reading for each applicable year.

If the documentation is insufficient, TRUCRS staff will request additional documents and you will be allowed 30 days from the date of request to provide those documents. If you do not respond within 30 days with the requested documentation and you have a period of non-compliance with the reporting requirement that exceeds one year, your account will still be marked as having been provided the opportunity to report late and you will not be able to report late for any flexibility option for any vehicle in your fleet in future.

If the records detailed above are provided and approved as indicated above and you have submitted this signed letter, your account will be updated to reflect compliance with Low-Use and marked as having reported late. You must report annually in January of each compliance year to maintain the Low-Use exemption.

Submissions by email are processed more quickly than by mail. However, if you are unable to email, you may submit the signed Late Reporting Acknowledgement and associated documents to:

California Air Resources Board
Mobile Source Control Division
Truck and Bus Regulation, 5th Floor
P. O. Box 2815
Sacramento, California 95812

If you do not report in a timely manner, it may result in your fleet showing as non-compliant and you will not be able to print a certificate.

For additional information, go to: <https://ww2.arb.ca.gov/our-work/programs/truck-and-bus-regulation>.