

## Clean Fleets Initiative Engine Destruction Vendor Initial Qualification Application

Thank you for your interest in H-GAC's Clean Fleets Initiative. Please provide contact and organizational information in the spaces below.

### APPLICANT CONTACT INFORMATION

Legal Organizational Name:	
Primary Contact:	Title:
Email:	Mailing Address:
Phone:	Mailing City, State, Zip:
Fax:	Physical Address:
Organization Website:	Physical City, State, Zip:

1. How long has this organization been in business? Has the organization been known by another name(s) previously?
  
2. How many employees are currently working for you?
  
3. What kind of business entity are you (i.e. sole proprietorship, corporation, LLC, etc.)
  
4. How does your business salvage or dispose of the wastes generated from a vehicle/engine destruction? What other companies, if any, do you work with to handle these wastes?
  
5. Please attach the most recent licenses/certifications that have been issued to your organization:
  - State-Issued Stormwater Permit
  - State-Issued Independent Motor Vehicle Dealer License
  - State-Issued Salvage Dealer or Salvage Agent License
  - Locally-Issued Occupancy Permit
  - Locally-Issued Fire Department Permit
  - Locally-Issued Business License(s)
  - Other Applicable License(s)/Permit(s):

## Program Documentation Requirements

- At least one four-inch hole must be created in the engine block, and at least one internal component must be destroyed. The edges of the hole in the engine block must be spray painted to better display the extent of the damage.
- Photographic documentation of the destruction process and results must be provided. Required photos include:
  - Photograph intact engine block where hole is to be cut
  - Photograph engine close up to damaged section
  - Photograph engine damage panned out
  - Photograph engine serial number/ identification plate so is legible
  - Photograph engine damage and identification plate in same image
  - Photograph truck body with engine compartment open
  - Photograph truck body with unit number displayed
  - Photograph truck inspection and registration decals
  - Photograph truck license plate
- Photos must be numbered and labeled with captions corresponding to the list above that identify which photograph is being presented.
- A Vendor Certification Form must be completed, signed, and attached to the photo documentation, listing engine and vehicle information for the destroyed equipment.
- Vendor should submit documentation packets directly to H-GAC program staff by email to [cleanvehicles@h-gac.com](mailto:cleanvehicles@h-gac.com) or by hard copy to:
  - Attention: Clean Fleets Initiative
  - Houston-Galveston Area Council
  - P.O. Box 22777
  - Houston, TX 77227-2777

By signing below, I certify that all information included in the application is true and correct to the best of my knowledge. I have read and understand the Program Documentation Requirements as described above, and if my organization is added to the approved vendor list, agree to adhere to these requirements and any amendments mutually agreed upon that are made thereafter. In the event that our organization does not follow these or other program requirements, our organization may be temporarily or permanently removed from the approved vendor list at the discretion of H-GAC staff. As part of our participation in this program, I understand that H-GAC staff will conduct an initial qualification site visit to review our practices, and may choose to conduct subsequent site visits to ensure that all program requirements are being followed. I understand that H-GAC staff may also choose to contact licensing and permitting agencies to verify our organization's compliance with existing regulations and statutes to which we are subject. I agree to notify H-GAC program staff of any changes to our contact information or organizational status (i.e. merger, bankruptcy, etc.).

Name (print): \_\_\_\_\_

Title (print): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_