

ADELAIDE SUSTAINABLE CITY Incentives Scheme



Electric Vehicle Charging System

Rebate Application Form

How to Apply

1. Please read and understand all sections of this application form, including eligibility criteria.
2. Contact Adelaide City Council's Sustainability Policy team on 8203 7203 to discuss your project.
3. Obtain approval from your body corporate, landlord or equivalent (if required).
4. Obtain relevant approvals including electricity network and development approvals (if required).
5. Use a licensed electrical contractor to Purchase and install the electric vehicle (EV) charging system.
6. Complete, sign and lodge the application form with:
 - Receipts for the supply and installation of an electric vehicle charging system demonstrating full payment (through a zero balance owing or evidence of an agreed payment plan).
 - A letter of permission from your body corporate, landlord or equivalent (if required).
 - Electrical Certificate(s) of Compliance (obtained from your installer).
 - Photograph of the installed EV charging system.

Eligibility Criteria and Conditions

General Eligibility

- To be eligible a property must be located within the Adelaide City Council municipal area and works must be completed after 1 July 2015.
- Reimbursements are not available for installations completed more than 12 months prior to the receipt of the application form.
- Incentives Scheme (Scheme) funding is subject to Council's annual budget processes and funding is limited.
- Council has the right to cease the Scheme at any time without notification and applications made to the Scheme are not guaranteed to receive funding.
- Residents, businesses, building owners, tenants and community/strata corporations, universities, schools, community organisations and sporting groups are eligible to apply.
- Limit Per Category
 - Eligible residential & business premises - Maximum of 1 incentive per rateable, rate exempt or rate rebated premise.
 - Building owners, Community Corporations and Body Corporates - Maximum of 1 incentive per site record.
 - Government – Ineligible except for schools up to maximum of 1 incentive per site record.
- Rebates will be applied to the up-front out-of-pocket installation cost incurred by the owner or occupier of the premise, Body Corporate or Community Corporations at the time of installation. The installation cost is after all other incentives, rebates and discounts received have been deducted.
- If the location for installation of a device supported through the Scheme is within a strata or community title property, proof of the approval to install the device from the body corporate or equivalent, must be provided with the application and where the EV charger(s) is for shared use by apartment building occupants, apartment buildings must be participating in the Smart Blocks Program (www.smartblocks.com.au).
- If a tenant is applying for reimbursement, a written letter of permission from their landlord must be provided with their application to be eligible for the rebate.
- Incentives of >\$20,000 to a single site record in a year will be considered a 'Partnership Project' and will require the approval of Council – for example, this may occur when incentives from multiple categories are sought.
- A Partnership Project may require the applicant to participate in the development of a case study or other information sharing activity.



- Environmental measures/devices supported through the Scheme must be installed by appropriately licensed installers and be installed and maintained in accordance with any relevant guidelines and in a manner which does not pose risks to the health or welfare of any person.
- An electrical certificate of compliance signed by the licensed electrical contractor undertaking the installation must be provided.
- The applicant acknowledges and agrees that, Adelaide City Council accepts no liability in respect of any claim, cause of actions, loss or damage arising out of, or in relation to, any device purchased or service procured under the Adelaide Sustainable City Incentives.
- It may take Council up to 20 working days after receiving an application to reimburse by cheque the agreed amount in accordance with the guidelines (if an application is successful).
- Council may request provision of information associated with the system for the preparation of a case study.

Electric Vehicle Charging System Criteria

- An electric vehicle (EV) is defined as a battery electric (BEV) or plug-in hybrid vehicle (PHEV).
- The electric vehicle charging system must be:
 - installed by a licensed electrical contractor in accordance with all relevant regulations, standards and guidelines;
 - connected within the electrical installation being by an electricity (utility) meter that also meters an onsite solar photovoltaic system, within the same electrical installation; and
 - located immediately adjacent to the parking space where an EV will be parked.
- Evidence of EV ownership associated with the installation location must be provided.
 - Residential – Evidence of ownership such as South Australian (SA) registration of the vehicle to the address of the installation premises.
 - Businesses and other organisations – Demonstrate an EV will be parked regularly in the parking space where the charging station is installed. This may include SA registration papers or lease agreement with supporting statement to link an EV to the property.
- Charging equipment that is supplied as standard with the EV purchase is not eligible for the incentive (including replacement).
- EV charging systems installed in commercial car parks are ineligible for the incentive.
- The electric vehicle charging system must be installed by a qualified electrician and a signed electrical certificate of compliance must be provided which contains the details of the charging system that has been installed, as indicated below:
 - **Power point system:** An installed EV charging system may comprise a power point installed in the location where the EV is to be garaged for the purpose of charging the EV. This form of charging system is eligible for a rebate of 50% up to a maximum of \$150 of the installed system cost. Evidence must be provided that either the EV is equipped with in-built scheduled charging capability or the electrical circuit has been equipped with a hard-wired timer to enable scheduled charging.
 - **Basic charge station:** A purpose-built basic home/office EV charge station is eligible for a rebate of 50% up to a maximum of \$250 of the installed system cost. The station must have an in-built scheduled charging timer capability. A single station with multiple cables and connectors is eligible for a single rebate only.
 - **Smart charge station:** A purpose-built smart home/office EV charge station that would enable remote management by an energy retailer, utility, EV service provider or similar for scheduled charging is eligible for a rebate of 50% up to a maximum of \$500 of the installed system cost. A single station with multiple cables and connectors is eligible for a single rebate only.
- The EV charging system must be a permanent fixture to the premises and cannot be removed without prior consent of council for a period of 5 years from date of the payment of the rebate. Council reserves the right to require reimbursement if the system is removed within this period.
- An itemised receipt must be completed by the licensed installer and include the Australian Business Number (ABN), name, date, location of installation, description of system, cost of work and any government rebates.



APPLICATION DETAILS – please complete and send to Council

REIMBURSEMENT SOUGHT - please tick the box of the incentive for which you are applying:

- Power point system (dedicated power point for EV charging) - 50% up to a maximum of \$150 of the installed cost of the system.
- Basic charge station (purpose-built basic home/office EV charge station incorporating built-in scheduled charging timer) - 50% up to a maximum of \$250 of the installed cost of the system.
- Smart charge station (purpose-built smart home/office EV charge station incorporating remote communication enabled scheduled charging capability) - 50% up to a maximum of \$500 of the installed cost of the system.

Installed system cost: \$ _____ Date of installation: _____

Brand/model: _____ Number of EV charging points: _____

Electrical certificate/s of compliances attached Yes

Photograph of the EV charging installation attached Yes

Solar photovoltaic system details:

Are you applying for the Adelaide City Council Solar PV Incentive at the same time as submitting this application?:

Yes No

If no, please provide details of your existing solar PV system:

System capacity (kW peak): _____ Year of installation: _____

Title: _____ First Name: _____ Surname: _____

Organisation or Community Corporation number (if applicable): _____

Relationship to Property (please circle): Owner Owner/Tenant Tenant Community Corporation

Email: _____ Phone (day): _____ Mobile: _____

PROPERTY ADDRESS (within the City of Adelaide for which reimbursement is sought)

Address: _____ Postcode: _____

POSTAL ADDRESS (if different from above)

Address: _____ Postcode: _____



Application Declaration

I acknowledge that the application and/or all supporting documentation may be made available for public scrutiny discussion at a Council meeting and to the Technical Regulator.

I agree to the eligibility criteria and conditions as set out in this document.

I declare that the information included on and supplied with this form is true and correct and that:

- I have read, meet and agree to the above eligibility criteria and conditions;
- I/we agree to participate in the preparation of a case study that may be used by Council (if requested).
- if applying on behalf of an organisation, I am an authorised representative of that organisation;
- if renting the property for which the devices and / or services are intended, I have the permission of the property owner (please attach to application); and
- if the installation is subject to approval from a body corporate, permission has been obtained (*please attach to application*).

Signed: _____ Name (print): _____ Date: _____

Please return to:

CITY SUSTAINABILITY AND PARK LANDS

ADELAIDE CITY COUNCIL

GPO BOX 2252

ADELAIDE SA 5001

incentives@adelaidecitycouncil.com

