



City of Austin

**Austin Energy**

Town Lake Center • 721 Barton Springs Road • Austin, Texas 78704 - 1145

## Electric Ride Program Participation Steps

### STEP ONE

#### SUBMIT APPLICATION:

- Verify that you are purchasing a bike from an Austin Energy approved dealership. A list of approved dealerships can be found at [www.pluginpartners.com](http://www.pluginpartners.com).
- An incentive application must be submitted within sixty (60) days of electric two-wheel vehicle purchase. Forms can be found at [www.pluginpartners.com](http://www.pluginpartners.com).
- Sales invoice(s) must be dated after October 1, 2012.
- The incentive is limited to three (3) qualifying electric two-wheel vehicle of any combination, per applicant, per fiscal year (October 1 - September 30).
- Submit the following documents with your application:
  - Copy of invoice(s) showing full cost of the electric two-wheel vehicle
  - Copy of Serial or Vehicle Identification Number (VIN#).
  - Copy of bike manufacturers' published specifications.
- Send complete application to:

#### MAIL:

Austin Energy/Electric Vehicles & Emerging  
Technologies  
Electric Ride Program  
721 Barton Springs Road  
Austin, TX 78704

#### FAX:

Austin Energy/Electric Vehicles & Emerging  
Technologies  
Electric Ride Program  
**(512) 505-3937**

### STEP TWO

#### APPLICATION REVIEW

- Austin Energy will verify eligibility and determine the incentive amount based on program guidelines.
- The applicant may call or email Austin Energy to check the status of the application 10 business days after the application is submitted.

### STEP THREE

#### INCENTIVE PAYMENT

- The incentive check will be issued and mailed to the Austin Energy electric account holder.
- The incentive check will be issued six to eight weeks from the date the application is approved.

Austin Energy  
Electric Vehicles & Emerging Technologies  
Electric Ride Program  
721 Barton Springs Road  
Austin, TX 78704

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