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**Ontario's Electric Vehicle Charging Incentive Program**

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The Province of Ontario Electric Vehicle Charging Incentive Program (the "Program") provides a financial incentive to support the purchase and installation of eligible, new, Level 2 (208V or 240V AC) electric vehicle charging stations for residential and/or business use. The value of the incentive is 50% of purchase and installation (including electrical inspection) expenses up to a maximum of \$1,000.

For additional information on the Program please refer to this website [www.ontario.ca/electricvehicles](http://www.ontario.ca/electricvehicles).

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**Eligibility for Incentives under the Electric Vehicle Charging Incentive Program**

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The applicant<sup>1</sup> is required to have received an incentive under Ontario's Electric Vehicle Incentive Program (the "EVIP"), and be in compliance with all the terms and conditions of EVIP, to be eligible for this Program. Only one charging station incentive may be issued per eligible vehicle.

Each electric vehicle charging station must be associated with the purchase or lease of an eligible electric vehicle. An applicant is only eligible for as many electric vehicle charging incentives as the number of electric vehicle incentives the applicant received pursuant to the EVIP.

Applicants can apply for incentives for the purchase of electric vehicle charging stations that:

- Are on Ministry of Transportation's [list of eligible charging stations](#). It is to be noted that the purpose of the list is to assist the Province of Ontario in assessing whether Level 2 private (residential/fleet) electric vehicle charging stations are eligible for the Program and does not represent an endorsement list of any supplier or manufacturer by the Province of Ontario;
- Are used solely for charging electric vehicles for which incentives pursuant to the EVIP have been received at the home or for business use, as opposed to public use;
- Are installed in Ontario; and
- Are purchased in Canada from a Canadian source (e.g., dealer, website, retailer).

Units on the list conform to the following parameters:

- Are approved for sale and use in Canada (i.e. third-party certified or evaluated, such as cUL, CSA or cETL);
- Are Level 2 (208V or 240V AC); and

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**Application Guide – How to Apply**

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- After an applicant has purchased and installed an electric vehicle charging station, an application form can be completed and submitted to the Ontario Ministry of Finance (see page 3 of this guide for the address).
- Electric vehicle charging station incentive applications must be received within six (6) months of the purchase date of the charging station.
- If more than one incentive is being sought applicants must complete a separate application for each eligible electric vehicle charging station.
- The application form must be fully completed and signed and the required documentation attached in order to be considered for an incentive.
- The applicant must submit a separate application [form](#) if applying for an electric vehicle incentive under the EVIP. The [EVIP application guide](#) provides information on program eligibility and the application process.

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**Section A – Applicant Information**

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- Incentives are available to individuals that purchase and install a new eligible electric vehicle charging station at their place of residence in Ontario.<sup>1</sup>
- Incentives are available to businesses, corporations, non-profit organizations and Ontario municipalities that purchase and install a new eligible electric vehicle charging station for business (fleet)<sup>1</sup> use in Ontario.
- Purchases by provincial or federal governments, or any of their agencies, do not qualify for an incentive under the Program. Ontario municipalities are eligible applicants under this Program.
- Applicants must include a contact name, title and phone number in Section A.

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<sup>1</sup> Incentives are available to individuals, corporations, and businesses and non-profit organizations that are incorporated or are otherwise considered legal entities.

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## Section B – Electric Vehicle Information

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- The applicant to the Program is required to have received an electric vehicle incentive by purchasing or leasing an eligible electric vehicle under the EVIP.

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## Section C – Electric Vehicle Charging Station Information

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- Charging station incentive applications must be received within six (6) months of the purchase date of the electric vehicle charging station.
- Only Level 2 (208V or 240V AC) charging stations are eligible for an incentive. Please consult the [list of eligible charging stations](#).

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## Section D – Installation Information

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- Electrical work in connection with the installation of an electric vehicle charging station must be in compliance with legal requirements including any licensing and Electrical Safety Authority (ESA) inspection requirements. To find a licensed electrical contractor in their area, applicants can visit the ESA's website at: <http://applications.dmtispatial.com/esa/>.
- Proof of installation in the form of a certificate of inspection issued by the ESA is mandatory in order for installation expenses to be eligible for an electric vehicle charging incentive.
- If a licensed electrical contractor carries out the electrical work, the certificate of inspection can be obtained from the contractor.
- If an authorized person, other than a licensed electrical contractor, carries out the electrical work, the certificate of inspection can be obtained from the ESA.

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## Section E – Incentive Claim Amount

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- Eligible expenses include:
  - The purchase price of the charging station;
  - The costs associated with installing the charging station if undertaken by a licensed electrical contractor; and
  - The cost associated with an electrical inspection undertaken by ESA.
- The incentive amount is the lesser of the following two amounts:
  - 50% of each eligible expense; or
  - \$1,000.
- Example calculation:
  - Purchase price of charging station = C5
  - Cost of installation of charging station = D1
  - Cost of electrical inspection of charging station = D2
  - Incentive claim amount = C5 x 50% + D1 x 50% + D2 x 50% **OR** \$1,000 (whichever value is lower)
- Example scenario:

Joe purchases a charging station for \$1,536.  
It costs Joe \$1,123 to have it installed in his garage.  
The cost of the basic electrical inspection certificate is \$70.

Unit Cost -  $\$1,536 \times 0.50 = \$768$   
Installation Cost -  $\$1,123 \times 0.50 = \$561.50$   
Basic Permit Cost -  $\$70 \times 0.50 = \$35$

$\$768 + \$561.50 + \$35 = \mathbf{\$1,364.50}$

Because the total value exceeds the \$1,000 maximum amount, Joe is able to receive an incentive of \$1,000 in total.

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## Section F – Document Requirements

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- For the incentive application to be considered, the completed application must include all of the following (legible copies of materials are acceptable):
  1. A complete copy of the itemized receipt for the purchase of an eligible electric vehicle charging station (receipt/invoice must include Canadian dealer/website/retailer name, address and phone number, purchase date and price, product make and model);
  2. The invoice or receipt for the electric vehicle charging station installation if undertaken by a licensed electrical contractor;
  3. The invoice or receipt for the electrical inspection cost (this can be obtained either as part of the invoice for the installation if undertaken by a licensed electrical contractor or by ESA (Electrical Safety Authority) if the installation was undertaken by an authorized person, other than a licensed electrical contractor); and
  4. The certificate of inspection issued by ESA.

- An applicant can choose to receive the incentive amount by cheque or electronic funds transfer (EFT). If the EFT option is chosen, a voided cheque must be included with the application.

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## **Completed Application**

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Completed applications and supporting documents should be sent by mail, fax, or email to:

Ministry of Finance  
33 King Street West  
PO Box 646  
Oshawa ON L1H 8X2  
Fax: 905 433-5939  
Email: [electric.vehicle@ontario.ca](mailto:electric.vehicle@ontario.ca)

## **For More Information**

Enquiries about the Electric Vehicle Charging Incentive Program application process should be directed to the Ministry of Finance at 1 866 668-8297.