

## One Less Car Challenge – Level 2 Contract

CONTACT INFORMATION	
<hr/> <b>Name (Driver #1)</b>	<hr/> <b>Neighborhood</b> (e.g. Greenwood, Delridge)
<hr/> <b>Street Address</b>	<hr/> <b>Email Address</b>
<hr/> <b>City, State, Zip</b>	<hr/> _____(evening)
<hr/>	<hr/> _____(day)
<hr/> <b>Phone #'s</b>	
<hr/> <b>(Full Mailing Address if different than Street Address)</b>	

HOUSEHOLD INFORMATION
<p>Please provide the first and last names of all other licensed drivers in your household. (You are Driver #1.)</p>
<p>Driver #2: _____</p>
<p>Driver #3: _____</p>
<p>Driver #4: _____</p>
<p>What are the ages of all household members who are NOT licensed drivers? _____</p>

VEHICLE INFORMATION
<hr/> <p><b>Vehicle/Motorcycle/Scooter 1:</b> Year, make and model (Example: 1998 Ford Taurus). This is the vehicle you sold or donated.</p>
<hr/> <p><b>Vehicle/Motorcycle/Scooter 2:</b> Year, make &amp; model (Leave blank if you only had 1 vehicle before participating in this program.)</p>
<hr/> <p><b>Vehicle/Motorcycle/Scooter 3, 4, 5...:</b> Year, make &amp; model (Leave blank if you only had 2 vehicles before participating in this program.)</p>

## Definitions and Eligibility Requirements

You agreed with the following five eligibility requirements online when you signed up. Please confirm your eligibility by initialing the eligibility requirements below after reading the definitions of a vehicle and a household.

### Definitions used by the One Less Car Challenge

A “**vehicle**” is any gas-powered car, scooter, motorcycle, truck or SUV.

A “**household**” generally is you, or you and your partner/spouse and children or anyone under your guardianship, if applicable. Do not include roommates, renters or sub-letters.

Eligibility requirement for the One Less Car Challenge. Please **initial each item** to confirm you eligibility.

- a) \_\_\_\_\_ **One Less Car for ONE FULL YEAR:** The participant household agrees to not replace the vehicle which was sold or donated for one year. If the household replaces the vehicle, then it must contact the program promptly and forgo any remaining incentives.
- b) \_\_\_\_\_ **More drivers than vehicles in household:** After selling or donating a vehicle, the participant household must have more licensed drivers than the number of vehicles it owns or has regular access to.  
*Note: A one-person household is eligible if it reduces the number of vehicles in the household to zero.*
- c) \_\_\_\_\_ **Vehicle was driven at least 3,000 miles in the last year:** The vehicle that is sold or donated must have been driven by a member(s) of the household at least 3,000 miles in the last year.
- d) \_\_\_\_\_ **Operating, long term vehicle:** The vehicle that is sold or donated by the participant household must be an operating vehicle that a member of the household owned for at least one year.  
*Note: This requirement prevents abuses such as buying a low cost vehicle and selling it just to receive the incentives. If a vehicle was recently stolen, totaled in an accident, or has broken down and a decision has been made not to replace it, this is acceptable provided the participant household meets this and the other program requirements.*
- e) \_\_\_\_\_ **Understands auto insurance issues of going carless:** The participant household acknowledges they are aware that there can be impacts on the price of auto insurance if one does not own a vehicle and therefore does not have auto insurance for a period of time.

## Program Deadlines

- If you signed up for the Challenge before selling or donating your vehicle, **you must sell or donate within three months** from the date you signed up online. After sale, you have **one more month** to submit the Level 2 contract and proof of the sale or donation to remain eligible
- If you sold or donated your vehicle before signing up for the Challenge, please get us you Level 2 contract and proof of sale or donation **within one month** of when you signed up online to remain eligible.
- Note that we have a limited number of incentives available, so it best to submit your documents as quickly as possible. We will provide incentives to people who complete the program. If necessary we will not take new participants if incentives are not available.

## Required Items for Eligibility

To be eligible for Level 2 of the Challenge, participants must fulfill the following:

1. Sell or donate your vehicle and provide proof along with this contract, meeting the deadlines above.
2. Return this contract with all pages completed, including your signature and the date on the last page. Also, return a completed incentives checklist.
3. Complete the Before and After Travel Surveys. The Before Survey is due now if you haven't completed it already. The After Survey is due one month into your year of participation. Both Surveys are available on our website under "Forms and Surveys for Current Participants."
4. (Optional) Complete a Car Cost Worksheet for the vehicle you're selling or donating. You'll find it at the end of this contract. You don't need to send it in, but you might be surprised to learn how much your car is costing every month and be glad you're getting rid of it!

**Incentives for the One Less Car Challenge program are subject to change.  
You are guaranteed a particular incentive only when you have fulfilled the list above, submitted required items for review and been notified of full eligibility by the City.**

Once these items have been received and you have been notified of full eligibility by the City, you will be contacted regarding receiving your incentives.

## Providing Proof of Vehicle Sale or Donation

### What do we accept as proof of vehicle sale?

- The only proof of sale we will accept is an official “Vehicle Report of Sale” from the Washington State Department of Licensing. There are two ways to file a vehicle report of sale: 1) online for no charge, or 2) in person at a vehicle licensing office (where additional service fees may apply). Visit [www.dor.wa.gov](#) and click on “Report of Sale” for info on both options.
- We DO NOT accept copies of vehicle titles with the bottom portion filled out. This is not an official “Vehicle Report of Sale.”

### What do you accept as proof of vehicle donation?

- For donations, proof of donation is a signed letter from the charity, on letterhead, stating the date of the donation\*, what was donated, the value of the donation (if available) and the charity’s phone number and address (if not included on their letterhead).
- If the charity is saying they cannot provide a tax receipt until the vehicle is sold at auction,** let them know you need a preliminary letter now. For our purposes the letter does not need to contain how much it was sold for at auction, but it must still contain all the other required items listed in the bullet above.

**\*Date of donation** is the date you informed the charity of your desire to donate your vehicle, NOT the day they picked up or received the vehicle, or the day it was sold at auction.

### Do I need to report a vehicle donation to the Department of Licensing?

Vehicle donations need to be reported to the Department of Licensing just like a vehicle sale. There are two ways to file a vehicle report of sale: 1) online for no charge, or 2) in person at a vehicle licensing office (where additional service fees may apply). For a donation, enter the sale amount as “zero” and confirm with the charity who should be listed as the purchaser/transferee in their case.

I certify that I am eligible for this program according to the eligibility requirements listed in this document and I understand the rules and responsibilities of this program.

I understand that knowingly providing false info on this contract will result in immediate removal from the program and forfeiture of all program incentives.

In the event any provision of this contract is breeched, I understand I will be liable to repay the value of incentives received to the City of Seattle, and/or return any unused incentives as applicable.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

Please mail your contract and proof of sale/donation to:

Seattle Department of Transportation  
Attention: Tim Rood  
PO Box 34996  
Seattle, WA 98124-4996