



Annual Engine Usage Report
(Agreement#¹: _____)

INSTRUCTIONS: Complete this Annual Engine Usage Report every year on the anniversary of your project's post-inspection. The report shall be sent to grantteam@slocleanair.org within 2 weeks of this date. **Failure to provide complete information in a timely manner may lead to an immediate engine inspection and audit.**

<p>SECTION 1. GRANTEE CONTACT INFORMATION²</p> <p>Name: _____</p> <p>Address: _____</p> <p> _____</p> <p>Email: _____</p> <p>Phone: _____</p>	<p>SECTION 2. NEW ENGINE INFORMATION: Please provide the requested information:</p> <p>1. Equipment Description: _____</p> <p>VIN: _____</p> <p>2. Year, Make, and Model of Engine: _____</p> <p>3. Engine Serial #: _____</p> <p>4. Engine Power Rating: _____ HP</p>										
<p>SECTION 3. ANNUAL USAGE INFORMATION: Please provide the following engine usage information annually based on the anniversary date of the post inspection/installation date:</p> <p>1. Complete the following usage table:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="width: 15%; text-align: center; padding: 5px;">REPORTING END DATE³</td> <td style="width: 15%; text-align: center; padding: 5px;"> <input type="checkbox"/> ODOMETER OR <input type="checkbox"/> HOUR METER READING </td> </tr> <tr> <td style="height: 40px;"></td> <td></td> </tr> </table> <p>2. Percentage of operation within California over the reporting period: _____</p> <p>3. Has the grant-funded engine or equipment functioned effectively over this period? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="margin-left: 40px;">If No, please attach description of issue(s) & steps taken to resolve issue(s) on an additional sheet.</p> <p>Signature _____ Date _____</p>		REPORTING END DATE³	<input type="checkbox"/> ODOMETER OR <input type="checkbox"/> HOUR METER READING								
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<p>Mail to: APCD, 3433 Roberto Court San Luis Obispo, CA 93401 Fax to: (805) 781-1002 Questions: (805) 781-5912</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center; padding: 5px;">APCD USE ONLY</th> </tr> <tr> <td style="width: 60%; padding: 5px;">_____</td> <td style="padding: 5px;">Reviewer Initials</td> </tr> <tr> <td style="padding: 5px;">_____</td> <td style="padding: 5px;">Review Date</td> </tr> <tr> <td style="padding: 5px;"><input type="checkbox"/></td> <td style="padding: 5px;">Usage within 30%</td> </tr> <tr> <td style="padding: 5px;"><input type="checkbox"/></td> <td style="padding: 5px;">APCD Database Updated</td> </tr> </table>	APCD USE ONLY		_____	Reviewer Initials	_____	Review Date	<input type="checkbox"/>	Usage within 30%	<input type="checkbox"/>	APCD Database Updated
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¹ Found in contract/agreement or on previous year's Annual Usage Report Forms. **One form per piece of equipment.**

² **Ensure proper information is used.** Data will be used to update our contact records.

³ Anniversary of project's post-inspection.