



# STEP-BY-STEP GUIDE



## STEP 1: CHECK FOR ELIGIBILITY

- Check if you meet the Eligibility Requirements at [www.replaceyourride.com](http://www.replaceyourride.com)

## STEP 2: APPLY

- Complete the online application at [www.replaceyourride.com](http://www.replaceyourride.com)
- You will need the following documents:
  - Copy of Government issued photo ID
  - Proof of residence
  - Income documentation
  - Copy of vehicle title
  - Documentation showing vehicle operation in California over the past two years.

## STEP 3: APPLICATION REVIEW

- Application will be assigned to a Case Manager for review to determine eligibility.
- Case Manager will work with you for any additional information.

## STEP 4: PRE-APPROVAL LETTER

- If you are determined to be eligible, the Case Manager will email you a Pre-Approval Letter.

## STEP 5: SELECT REPLACEMENT VEHICLE

- You will have 30 days to find a replacement vehicle from the Replace Your Ride list of [Participant Dealerships](#).
- Once you select a vehicle, the Dealership will submit a sales contract to your Case Manager for voucher approval.
- Once the voucher is approved by SCAQMD, you will be contacted by your Case Manager to pick up your replacement vehicle.

## STEP 6: TURN IN OLD VEHICLE

- After you receive the replacement vehicle, the Case Manager will work with you to have your old vehicle turned in for scrapping.