**Process for becoming an HVIP-Eligible Dealer**

1) Read through the [Implementation Manual](#), and a [breakdown of FY18-19 changes](#) to the program. Please note any questions that you come up with.

2) Review the [HVIP Process Summary Guide](#), a summary of the voucher submission and redemption process.

3) Once you have familiarized yourself with the above documents [print and fill out this application](#), scan and email it to me, then physically mail it, along with a W9, to:

   ATTN: JOEY VOLLMER HVIP
   CALSTART, Inc
   48 S. Chester Ave
   Pasadena, CA 91106

4) Take [this quiz](#) and pass it with a score of 100%.

5) A VPC login will be generated and shared with the new HVIP dealer once the following has been submitted:
   a. A scanned copy of the dealer registration application along with a W9
   b. Confirmation that the dealer-applicant has passed the quiz with a score of 100%

**HVIP Dealer Certification questions?**
*Contact: Joey Vollmer – JVollmer@CALSTART.org*