

To: All Dealers

From: Vehicle Services Division

Date: July 1, 2024

RE: Excise Tax Credit for Plug-in Electric or Fuel Cell Vehicles for Fiscal Year 2025 Funding

PURPOSE OF MEMORANDUM

To advise Maryland dealers that funding for the electric vehicle (EV) excise tax credit is available and introduce a new process for submitting applications.

SUMMARY

As of July 1, 2024, the Maryland Motor Vehicle Administration (MVA) reports that funding for the Fiscal Year 2025 EV excise tax credit is available. There is \$8,250,000 in credits available for the State's FY 25 budget.

New for Fiscal Year 2025, dealers can submit applications and required supporting documents through their dealer portal. The MVA will also submit payment for applications received and processed in FY 24 but not issued because the FY 24 funds were depleted at the time.

The required documents to request a credit are:

1. Completed [VR-334](#): Excise Tax Credit Request for Plug-In Electric Vehicle
2. A copy or image of the window sticker (Monroney sticker)
3. A copy of the bill of sale and
4. A copy of the Manufacturer's Certificate of Origin

The most efficient way to submit an EV credit is via the dealer portal. This will ensure that customers are properly queued and processed and receive their credit in a timely manner and enable MVA to track available funding more closely and provide feedback to dealers.

Customers can submit applications and the required documents to mvaelectricrefunds@mdot.maryland.gov or via USPS mail, but this may delay the receipt and processing of the customer's application. If a dealer submits an application via the portal, the customer does **not** need to submit another application.

INSTRUCTIONS FOR SUBMITTING VIA PORTAL

Dealers can now use the dealer portal to submit on behalf of customers applications for the EV excise tax credit. The MVA strongly encourages dealers to use this process instead of submitting applications via email.

To submit an application:

- Log into your Business Portal.

- Once logged in, you will see the springboard below.

CAR SALES R US
 **.*1361
 19574 AMARANTH DRIVE
 GERMANTOWN MD 20874

Welcome, Barney Dinosaur
 You last logged in on Friday, Jun 28, 2024 11:32:57 AM
[Manage My Profile](#)

Favorites [Home](#) Account Updates 3 More...

Type a keyword to filter options

Draw-down
 19574 AMARANTH DRIVE
 GERMANTOWN MD 20874

Draw Down -
 Balance
(\$63.77)

- > Add Funds
- > Draw Down Transaction Report

Dealer - CAR SALES R' US
 NW10000337
 New Motor Vehicle Dealer
 Primary Location
 6601 RITCHIE HWY NE
 GLEN BURNIE MD 21062-1000

Dealer - NW10000337
 Ledger Balance
(\$20.00)

- > Excise Tax Rebate
- > Manage Employees
- > Make a Payment
- > More...

Titling - NW10000337
 Balance
\$105.00

- > Make a Payment
- > Upload Titling Documents
- > Late Titling Transaction Report
- > Late Titling Itemization Report

- Select the “Excise Tax Rebate” hyperlink under Dealer Account.

Dealer - CAR SALES R' US
 NW10000337
 New Motor Vehicle Dealer
 Primary Location
 6601 RITCHIE HWY NE
 GLEN BURNIE MD 21062-1000

Dealer - NW10000337
 Ledger Balance
(\$20.00)

- > Excise Tax Rebate
- > Manage Employees
- > Make a Payment
- > More...

- Enter vehicle information. System will validate if the vehicle is eligible for the tax rebate.
 - If the vehicle is not eligible, it will display an error screen as to why the vehicle is not eligible.
 - If the vehicle is eligible, the system will allow the transaction to continue.

- Once ready to proceed, select the “Next” button.

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Electric Vehicle Credit

Barney Dinosaur

Vehicle Information

Vehicle Information

VIN *
Required

Title Number *
Required

Battery Capacity (kwh)
0

Cancel Previous Next >

- Review the displayed vehicle information. If the information is correct, select the “Next” button.

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Electric Vehicle Credit

Barney Dinosaur

Vehicle Information Vehicle Details

Vehicle Details

Applicant Name : DEOK-HO KIM
Applicant ID : K500139015526
Model Year : 2024
Make : HYUN
Model : KONA
Fuel Type : Plug in Electric
Date of Sale : 18-Jan-2024
Purchase Price : 37369.00

Cancel Previous Next >

- Select the “Add Attachment” button to upload the required documents. You must upload each document separately. The system will validate if each document has been uploaded. Once all documents are uploaded, select the “Next” button.

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Electric Vehicle Credit

Barney Dinosaur

Vehicle Information ✓ Vehicle Details ✓ Document Upload

Document Upload

Upload The Following Documents:

- Form VR-334
- Window Sticker/Mulrone Sticker
- Manufacturer's Certificate of Origin
- Purchase, Buyer, or Lease Agreement

Missing Attachments !

Attachments

Type	Name	Description	Size
There are no attachments.			

[Add Attachment](#)

[Cancel](#) [Previous](#) [Next](#)

- Confirm everything is accurate and true. Once ready to proceed, select the “Submit” button.

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Electric Vehicle Credit

Barney Dinosaur

Vehicle Information ✓ Vehicle Details ✓ Document Upload ✓ Confirm Submission

Confirm Submission

I acknowledge that it is illegal for anyone to give false or fictitious information to obtain approval from the Maryland Department of Transportation Motor Vehicle Administration. I certify under penalty of perjury, that the information stated herein is true and correct to the best of my knowledge, information and belief and anyone who provides or certifies to a false or fictitious statement or information herein may be prosecuted and/or have his or her license and or approval canceled.

[Cancel](#) [Previous](#) [Submit](#)

- A confirmation screen will provide verification that the application was submitted.

MDOT MVA Business Portal MVA CC Staging

< CAR SALES R US

Confirmation

Thank you.

Your request has been submitted and your confirmation number is 0-019-785-568. Please allow our office five (5) business days to review your application. If you have any questions, please contact the Business Licensing and Compliance at (410) 787-2952 or at MVABLDISD@mdot.maryland.gov.

[OK](#)

BACKGROUND

The Clean Cars Act of 2022 (codified as §13-815 of the Transportation Article) established an electric vehicle tax credit for Fiscal Years 2024 through 2027. For each fiscal year, the Maryland Energy Administration transfers up to \$8,250,000 to the Transportation Trust Fund for this tax credit.

The MVA administers the tax credit, which provides a one-time tax credit for qualifying zero-emission plug-in electric or fuel cell electric vehicles. The credit is limited to one vehicle per individual and 10 vehicles per business entity. The amount of the tax credit depends on the type of vehicle.

- \$1,000 for a 2-wheeled, zero-emission plug-in electric drive or fuel cell electric motorcycle
- \$2,000 for a 3-wheeled, zero-emission plug-in electric drive or fuel cell electric motorcycle
- \$3,000 for a zero-emission plug-in electric drive or fuel cell electric vehicle

Please note that MVA will provide updates as FY 25 funds are depleted. Applications received after funds for a fiscal year are depleted will be placed on a waiting list in the order of the date received. Only fully completed applications and documents will be processed in full.

For any questions, please contact Vehicle Services: Refund Unit at 410-787-2947.