

EV Charger invoice requirements

Workplace rebate sample invoice

Your EV Charger invoice needs to have all the information identified below in order to meet the documentation requirements for the application for rebates.

4 Invoice # XXXXX
5 Date: MM/DD/YYYY

3 Contractor's Company Name
Contractor's Street Address
City, Province
Postal Code
Phone
Email

TO: **1** Applicant's name
2 Site Address
Street Address
City, Province
Postal Code
Phone

QTY	Description	Unit price	Line total
1	6 a Equipment / materials ChargePoint CT 4021 (EV) Charger, 40Amp breaker current, 32Amp peak current, 7 m Cable NEMA 6-50 Plug or Hardwired Indoor / Outdoor, 7 m Cable	\$XXX.XX	\$XXX.XX
1	6 b, c, d. Equipment sales, installation, and labour – Site Assessment & Permit Application – Electrical Permit Application and Final Inspection – Basic Installation 6M installation within 6 m from the electrical panel – Drill one wall to install a receptacle or hardwire to the EV charger – Labour	\$XXX.XX	\$XXX.XX
	6 e SUBTOTAL		
	GST		
	PST		
	TOTAL		

7 PAID

THANK YOU FOR YOUR BUSINESS!

Invoice must display



- 1 Applicant's name
- 2 Site address
- 3 Contractors' Company name, address and contact information
- 4 Show as an invoice and not a quote
- 5 Invoice date
- 6 Separate line item for:
 - a. Charger make/model# and cost (if supplied by contractor)
 - b. Installation costs
 - c. Labour
 - d. Construction
 - e. Subtotal before taxes
- 7 Proof of payment (e.g. PAID stamp)

This document was developed to explain program invoice requirements. It is not an official rebate program document. All pricing and EV upgrade information is provided for example purposes only and does not represent a typical price or a recommended product. We accept no liability for any incomplete, inaccurate, or out of date information displayed.

For a complete list of current rebate amounts, product eligibility, documentation requirements, and terms and conditions, visit electricvehicles.bchydro.com/incentives/charger-rebates/workplace

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