

AIRCHECKTEXAS DRIVE A CLEAN MACHINE PROGRAM Frequently Asked Questions FOR REPAIR RECIPIENTS

What assistance is available?

The program may provide financial assistance to repair your vehicle if you failed the emissions portion of your annual vehicle inspection. The repair component of the program is available year round.

How long does it take to process an application?

Please allow up to 10 business days for repair application processing. Processing times vary depending on the number of applications received. All applications will be processed in the order they are received. You may visit our website at www.nctcog.org/airchecktexas for the current processing dates.

How do I get an application?

The applications are available on our website www.nctcog.org/airchecktexas under **APPLICATIONS (How to Apply) > Repair**. You may also obtain an application by contacting us at 1-800-898-9103.

What do I need to send for determining eligibility?

You must submit:

- Completed and signed REPAIR application, and
- Income documentation for **ALL** adults in the household (unemployment statement for those not currently employed), and
- Copy of the failing Vehicle Inspection Report (VIR) within the last 30 days.

NOTE: All documentation listed above must be received with online application as well.

What are the types of income documents accepted?

Submit copies (no originals) with your application:

- Current Year W-2 form (s)
- Current Year IRS income tax return.
- Pay stubs for the past three months with a year-to-date (YTD) amount
- Unemployment benefits letter
- Documentation verifying Federal or State Assistance (Food Stamps, DHS, Lite-Up Texas, etc.)
- Written, signed, and dated statement of unemployment, if not receiving any source of income completed by the person(s) that is unemployed

What is the Vehicle Inspection Report (VIR)?

The Vehicle Inspection Report (VIR) is provided to you by the State inspection station after your vehicle is inspected. If your vehicle failed the emissions portion of the inspection, you must provide a copy of the VIR when applying for repair assistance. If you lose or misplace your VIR, you can download a copy by visiting the website www.mytxcar.com

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Can an individual repair more than one vehicle through the program?

Yes, an individual can utilize the program more than once, but may only repair the same vehicle (registered in applicant's name) once in a 12-month period.

Where should I submit my application, household income documents and VIR?

Mail: AirCheckTexas Program
P.O. Box 5888
Arlington, TX 76005-5888
Fax: 817-608-2315 (**DO NOT put a one (1) before the 8**)

Where do I send questions about the program?

You may send questions to airchecktexas@nctcoq.org. Please allow up to two business days for a response.

Will I be notified if my application is approved or not?

Yes, you will be notified by mail whether your application is approved or denied for assistance.

What will I receive if I am approved for assistance?

You will receive an approval packet including: a letter, a voucher, and list of approved participating repair facilities.

Will I be notified if I need to send more information?

Yes, you will be notified by mail and asked to submit any additional information or documentation needed. Please act quickly when submitting the required documents to ensure that funds are still available for your voucher.

Can I use my voucher at any repair facility?

No, your voucher must be redeemed only at one of the approved repair facilities on the lists provided with your voucher. No reimbursements are allowed if emission repairs are made prior to receiving a valid voucher or if used at a non-participating facility.

Does my voucher expire?

Yes, the voucher contains an expiration date located at the top right corner of the voucher. It must be used on or before the listed date.

What if my vehicle is registered in the Houston-Galveston area?

Applicants with vehicles registered in the Houston-Galveston area need to contact that area's regional administrator at the following numbers: 1-866-237-9392 or 1-800-913-3321 (Select the Houston-Galveston option).

How is the AirCheckTexas Drive a Clean Machine Program funded?

\$6 is collected from vehicle emissions inspection fees in nonattainment counties for owners of 1996 or newer model year vehicles.

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I passed my annual vehicle inspection, but I didn't get my inspection sticker. Where do I call to inquire information about my sticker?

As of March 1, 2015, vehicle inspections and registration renewals transitioned to the "Two Steps, One Sticker" program. For further information please visit:

www.TwoStepsOneSticker.com

Where do I apply for a waiver?

For waiver information and eligibility, please contact a DPS waiver station in the Dallas/Fort Worth area. **Irving:** 972-251-2404 or **Plano:** 972-422-5428.

Where can I get my vehicle inspected so I can apply for AirCheckTexas?

You are not required to take your vehicle to a specific inspection station to apply for AirCheckTexas; however, the vehicle must have a failed safety and emissions test to be eligible for assistance. To find an inspection station near you, please visit: www.airchecktexas.com. [If approved for a voucher, you must take your vehicle to one of the Recognized Emissions Repair Facilities \(RERF\) found on the list included with your voucher.](#)

I misplaced my Vehicle Inspection Report. Where can I get a copy of my Vehicle Inspection Report?

You can download a copy of your Vehicle Inspection Report (VIR) by visiting: www.mytxcar.com

I failed my inspection and I'm not able to register my vehicle. Can I still apply for the AirCheck Texas Program with an expired registration?

No, your vehicle will not be eligible; however, you can obtain a 30 day registration PERMIT at your local county tax assessor's office. Submit your RECEIPT showing the county where the vehicle has been registered.

Note: The vehicle must have been registered in a participating county (Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, and Tarrant) for 12 of the past 15 months to be eligible, even if you file for a 30 day registration permit.