

## Exemption/Extension Application Instructions

Ohio EPA is working to improve the air quality in Ohio while providing the best customer service possible. In that effort, if you have questions about this application, **please feel free to call us at (614) 644-3059.**

If your vehicle will be out of state at the time of vehicle registration renewal, you may qualify for an exemption or extension from the E-Check testing requirements. To apply, you must submit all applicable paperwork to Ohio EPA:

**IMPORTANT** - Every request must include a completed Exemption/Extension application form **AND** a copy of the Ohio vehicle registration **OR** Ohio title **OR** BMV vehicle registration mail-in renewal notice. Additional information will be required as described below per the situation.

**Out of State Vehicles (in a testing area):** Vehicles located out of state in an area that has a motor vehicle emissions inspection program. Not sure? Look here: [http://epa.ohio.gov/dapc/echeck/testing\\_info/testing\\_in\\_other\\_states.aspx](http://epa.ohio.gov/dapc/echeck/testing_info/testing_in_other_states.aspx)

- Exemption/Extension Application: Out of State Law Enforcement Verification section not required
- Out of State Vehicle Inspection Report: You must submit the **Original** passing emissions test/report by mail – cannot be a copy, faxed or PDF.

**Out of State Vehicles (not in a testing area):** Vehicles that are NOT in an area that has a motor vehicle emissions inspection program. Not sure? Look here: [http://epa.ohio.gov/dapc/echeck/testing\\_info/testing\\_in\\_other\\_states.aspx](http://epa.ohio.gov/dapc/echeck/testing_info/testing_in_other_states.aspx)

- Exemption/Extension Application: Out of State Law Enforcement Verification section completed

**Military Exemption:** Vehicles that are located out of state that are owned or operated by military personnel or their spouses

- Copy of your (or your spouse's) military orders and current military ID(front only) - **OR**
- Exemption/Extension Application: Out of State Law Enforcement Verification section completed

**Student Exemption:** Vehicles that are located out of state, not in another state's testing area, and are being operated by a student. (This does not apply to students attending school within the state of Ohio.)

- Statement from the school's registrar- or copy of current registration- or copy of current billing statement. The documentation must contain the school name, address, and phone number and confirmation of effective dates of the student's registration - **OR**
- Exemption/Extension Application: Out of State Law Enforcement Verification section completed

If your application is approved, we will mail you an exemption/extension certificate and an e-mail, if provided an email address. Once you receive your certificate/e-mail you may apply to renew your registration. **For questions regarding your registration, title, etc. call the Bureau of Motor Vehicles (BMV) at 614-752-7800 or 1-800-589-TAGS(8247).**

Please allow up to 10 business days for Ohio EPA to process your application.

Failure to provide the required documentation as described above will result in denial of this request. If your application is denied, all materials will be returned to the mailing address you provide on page two.

If you wish Ohio EPA to mail your certificate and registration materials to Ohio BMV upon completion, please include your check or money order to the BMV, your signed BMV vehicle registration mail-in renewal notice, and the unsealed stamped envelope addressed to the BMV.

**Please mail this original application and additional documents to one of the following E-Check offices, or stop in at one of the field offices\* and have your application processed while you wait.**

Ohio EPA E✓Check  
P.O. Box 1049  
Columbus, OH 43216-1049  
(614) 644-3059  
1-800-CAR-TEST

Ohio EPA E✓Check\*  
6751 Engle Rd., Suite H  
Middleburg Hts., OH 44130-7900  
(440) 826-9498  
M-F: 8:00 a.m. – 5:00 p.m.

Ohio EPA E✓Check\*  
2190 Pinnacle Pkwy.  
Twinsburg, OH 44087  
(330) 963-4479  
M-F: 8:00 a.m. – 5:00 p.m.

**Note: You can avoid this process/application by testing in advance. Vehicle emissions tests are good for 365 days. Test before leaving for extended periods or when you return home for holidays, etc.**



### Exemption/Extension Application

The top portion of the form must be filled out by the owner or operator of the vehicle. The Law Enforcement Verification section of the form must be filled out by a law enforcement official from the state and/or city where the vehicle is located, **unless the Verification section is not required according to the instructions.** Any person who knowingly provides false information or statements on this form according to Ohio Revised Code (ORC) 3704.05(H) is subject to civil and/or criminal penalties as provided in Ohio Revised Code (ORC) 3704.06(C) and Ohio Revised Code (ORC) 3704.99(B).

#### Vehicle Information

Make:	Model:	Year:	License Plate:
Vehicle Identification Number (VIN):			Registration Expiration:
Owner Name:		Operator Name:	
OH Address (No P O Boxes): ( <input type="checkbox"/> Mail to this address)		Out of State Address: ( <input type="checkbox"/> Mail to this address)	
City:	County:	City:	County:
State, Zip:		State, Zip:	
*Daytime Telephone Number : (    )    -		* <input type="checkbox"/> Email address:	

\*Internal use only. Phone number must be included. If an email address is provided, we will email you the certificate number for your vehicle registration renewal. Sometimes this email goes to your spam or junk mail box.

Vehicle has been at the out of state address listed above since \_\_\_\_\_ for (check one)  
(Enter Date)  
 Military    Student    Employment    Out of State Residence    Other (specify reason)\_\_\_\_\_.

The vehicle will be returned by \_\_\_\_\_. (Must be a date. Will not accept: unknown, not known, n/a, etc.)  
(Enter Date or Estimated Date)

I certify that the above information is accurate to the best of my knowledge and is made under penalty of perjury.

Signature of Owner/Operator: \_\_\_\_\_ Date: \_\_\_\_\_

#### Law Enforcement - Vehicle Location Verification (see instructions)

Place a check (✓) next to one of the following :  
 Local/State/Federal Law Enforcement Officer    School Security Officer    Military Law Enforcement Officer

**I certify that the vehicle described above is physically located within the geographical or law enforcement jurisdiction of this agency, institution, or base.**

Signed: \_\_\_\_\_ Badge Number: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Police Department/School/Military Base: \_\_\_\_\_

Address, City, State, Zip Code: \_\_\_\_\_