

## THE CENTRAL BUSINESS DISTRICT TOLLING PROGRAM SPECIALIZED GOVERNMENT-OWNED VEHICLES EXEMPTION PLAN APPLICATION

Please indicate your application type by placing ✓

☐ **New Application**

☐ **Recertification**

☐ **Appeal Application**

### GENERAL INSTRUCTIONS

1. The Specialized Government-owned Vehicles Exemption Plan (SGOVEP) for the Central Business District Tolling Program (CBDTP) in the Central Business District (CBD), popularly named the Congestion Relief Zone (CRZ), is available for specialized government-owned vehicles, specifically designed to perform public works other than general transportation and directly engaged in a core agency purpose. **This exemption only applies to tolls incurred in the CRZ.**
2. Government organization(s) may be eligible for this exemption if they own and operate specialized vehicles that meet all the following requirements:
  - Owned or controlled by a Federal, State, regional or local governmental organization (*hereafter referred to as "organization"*)
  - Specifically designed and configured to perform a particular type of public function other than general transportation of people or general deliveries.
3. Enrollment in the SGOVEP requires a valid E-ZPass NY account. New E-ZPass NY customers must establish an E-ZPass NY account before submitting the SGOVEP application. Existing E-ZPass NY customers will be required to provide a valid E-ZPass NY Business account number.
4. For the fastest processing of your application, please upload complete it online by visiting [crzexemptions.mta.info](http://crzexemptions.mta.info). If mailing the application, see *General Instructions 7 below*.
5. Do not submit this application without the required credentialing documents, or your application may be rejected (*see Section II*).
6. Applicants will receive a formal decision once their application is processed. If denied, the decision notice will inform the applicant of the reason(s) for the denial, their right to appeal, and the deadline for appealing. You may appeal by providing a written statement to the New York Customer Service Center (NYCSC) responding to the reason(s) for the denial, including any supporting documents, along with a re-completed Application, checking the Appeal Application box above (*See General Instructions 7*).
7. Mail Applications or Appeals to: Customer Account Correspondence  
Attention: SGOVEP Application Processing  
PO Box 15188  
Albany, NY 12212-5103
8. Annual recertification is required for the SGOVEP based on the date the plan was added to the customer's E-ZPass NY account. Your organization will be notified when the SGOVEP approaches the expiration date.
9. More information is available on the E-ZPass NY website ([e-zpassny.com](http://e-zpassny.com)); if you have questions, please call the NYCSC at 1-800-333-TOLL (8655).

***Please note: This Application is subject to review and verification; Triborough Bridge and Tunnel Authority (TBTA) may request additional proof of eligibility at any time.***

## SECTION I - GENERAL INFORMATION

A. Name of Organization (provide full legal name and d/b/a, if applicable):

\_\_\_\_\_

d/b/a: \_\_\_\_\_

Principal Organization Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Organization Web Address (URL): \_\_\_\_\_

Organization Social Media Accounts: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Work Mobile: \_\_\_\_\_

Work Email: \_\_\_\_\_

## SECTION II – REQUIRED CREDENTIAL(S) & QUALIFIED VEHICLES

All organization(s) applying for this exemption must provide the following:

- Proof of specialized vehicle(s) registration with, or control by, applicable government entities (state, town, city, county, village, etc.). *[Upload/Attach Documents]*
- List of all specialized vehicles requested to be added to your E-ZPass NY account for which you are applying to add the SGOVEP, with a detailed description of the specialized function performed by each such vehicle and supporting documentation of each such vehicle(s) function. (see the Table on page 3). *[Upload/Attach Documents]*






## LIST OF QUALIFIED VEHICLES FOR THE SGOVEP

Organizations applying for this exemption must list only the qualified government-owned vehicles, specifically designed to perform public works other than general transportation or general deliveries they plan to use for the SGOVEP. Please select the vehicle class and type from the CBDTP Vehicle Reference Chart below (*page 4*). This page may be replicated if additional rows are needed. **If any license plate number information changes, please contact the New York Customer Service Center at 1-800-333-TOLL (8655) to update your Organization's list of vehicles, otherwise your Organization may incur CRZ toll charges.**

License Plate Number		State/ Province of Registration	<u>Function Performed</u> <i>Please provide a detailed description of the specific function performed by the vehicle:</i>	Vehicle Class*	Vehicle Type**
Vehicle 1					
Vehicle 2					
Vehicle 3					
Vehicle 4					
Vehicle 5					
Vehicle 6					
Vehicle 7					
Vehicle 8					
Vehicle 9					
Vehicle 10					

## CBDTP VEHICLE REFERENCE CHART

Use this chart to determine the appropriate vehicle class and vehicle type required to be entered above for each vehicle listed.

Vehicle Class*	Vehicle Type**	Description
Class 1	Passenger vehicles <i>(Cars, Vans &amp; Pickups)</i> 	Passenger and other vehicles, including sedans, sport utility vehicles, station wagons, hearses, limousines, pickup trucks with factory beds, pickup trucks with caps below the roofline and not extending over the sides, and vans without an extended roof above the windshield.
Class 2	Single-unit trucks 	Single-unit trucks, including non-articulated trucks, pickup trucks with modified beds, vans with modified body behind the drivers cab, pickup trucks with cabs above the roofline or extending over the sides, and vans with an extended roof above the windshield.
Class 3	Multi-unit trucks 	Multi-unit trucks, including articulated trucks where a power unit is carrying one or more trailers.
Class 4	Buses 	Buses, including vehicles registered with the DMV and plated as a bus, omnibus, or have other designated official plates.
Class 5	Motorcycles 	Motorcycles

**Note:** Vehicle classes that are grayed out above may not be eligible for this exemption plan.

### SECTION III – E-ZPASS ACCOUNT NUMBER

*To be eligible for SGOVEP, the Organization must have an active E-ZPass NY account, and **ALL** vehicle(s) listed on the account must meet the requirements for SGOVEP to be added to the account. Do not submit this application without providing an active E-ZPass NY account number, or your application will be rejected.*

*If the Organization already has an E-ZPass NY account but one or more vehicles do not meet the requirements for SGOVEP or the Organization does not have an E-ZPass NY account, the Organization needs to establish a new E-ZPass NY account for the vehicle designated for SGOVEP.*

*For more information on how to apply for an E-ZPass NY business account, visit [www.e-zpassny.com](http://www.e-zpassny.com)*

**Please provide your E-ZPass NY Account Number:**

---

---

---

---

---

## SECTION IV – ATTESTATION

By applying for the Specialized Government-owned Vehicles Exemption Plan, I certify that I am authorized to apply on behalf of my Organization and that all the vehicles listed on this application will be used in the Central Business District (CBD), popularly named the Congestion Relief Zone (CRZ), to provide specialized service other than general transportation or general deliveries. I understand that TBTA reserves the right to terminate any Organization from the program that submits falsified documents or does not abide by program rules.

If supporting documentation provided as part of this Application does not suffice, my Organization may be required to provide additional information or documentation to certify proof of eligibility for the Specialized Government-owned Vehicles Exemption Plan.

The completion of this Application and signature below on behalf of the Organization constitute the Organization's agreement to use E-ZPass NY subject to all applicable terms and conditions. Along with the Terms and Conditions included in this application, the E-ZPass Terms and Conditions will apply. The Organization understands and agrees that by using E-ZPass NY at any non-CRZ facilities, applicable charges will be deducted from its E-ZPass NY account.

On behalf of my Organization, I hereby certify that I understand and accept the Terms and Conditions accompanying this Application and set forth in this form, all of which are part of the Specialized Government-owned Vehicles Exemption Plan Agreement and, if accepted into the Specialized Government-owned Vehicles Exemption Plan, also become part of the E-ZPass NY Agreement.

By my signature below, I certify that I am authorized by my Organization to apply for the Specialized Government-owned Vehicles Exemption Plan.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Title: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Work Mobile: \_\_\_\_\_

Work Email: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(e-signature accepted)

## **CBDTP SPECIALIZED GOVERNMENT-OWNED VEHICLES EXEMPTION PLAN: TERMS AND CONDITIONS**

These Terms and Conditions, along with your Application for the Specialized Government-owned Vehicles Exemption Plan, constitute the Specialized Government-owned Vehicles Exemption Plan (SGOVEP) Agreement (“Agreement”). When you submit this Application, you agree to the following Terms and Conditions:

1. To maintain eligibility for the Specialized Government-owned Vehicles Exemption Plan, you must maintain a valid E-ZPass NY Account in good standing and resolve any unpaid toll violations you may owe to the Triborough Bridge and Tunnel Authority (TBTA). Instructions for resolving toll violations are available at [e-zpassny.com](http://e-zpassny.com).
2. The Exemption Plan provides exemptions for tolls incurred only in the Central Business District (CBD), popularly named the Congestion Relief Zone (CRZ), for eligible vehicles that qualify and are registered with TBTA.
3. All E-ZPass NY Account Terms and Conditions and your E-ZPass NY Application, which together constitute your E-ZPass Agreement, fully apply to this Agreement and are incorporated herein by reference. All terms used herein carry the same definitions as those set forth in the E-ZPass NY Account Terms and Conditions for Business Account (*visit [E-ZPass® New York - Terms & Conditions - Business Accounts](#)*).
4. You acknowledge that by applying for the Specialized Government-owned Vehicles Exemption Plan, you are certifying that each vehicle listed on your E-ZPass NY Account with SGOVEP is owned or controlled by a governmental organization and will be used to provide specialized service other than general transportation or general deliveries to the CRZ. Each vehicle must be registered in the name of the Organization operating the eligible Specialized Government-owned vehicle.
5. Once the plan has been added to your Organization E-ZPass NY Account, you will be required to manage the addition and removal of vehicles on your Organization’s Account by contacting the New York Customer Service Center at 1-800-333-TOLL (8655). Your Organization must maintain a separate E-ZPass NY Account for vehicles not eligible for the Specialized Government-owned Vehicles Exemption Plan.
6. Your Organization may only use the E-ZPass NY Tag on a vehicle that corresponds to the class classification of Tag provided to you by E-ZPass NY.
7. You acknowledge that your Organization’s Application is subject to review and verification. Additional proof of eligibility for the Specialized Government-owned Vehicles Exemption Plan may be requested at any time.
8. We reserve the right to request documentation from your Organization to verify that the trips taken were in accordance with the Specialized Government-owned Vehicles Plan Agreement.
9. Failure to comply with these Terms and Conditions or your E-ZPass Agreement may result in the removal of your Organization’s Specialized Government-owned Vehicles Exemption Plan, revocation of your Organization’s E-ZPass NY Account(s), and/or penalties for violations as outlined in the E-ZPass Account Terms and Conditions.
10. Fraud or misuse in connection with the Specialized Government-owned Vehicles Exemption Plan is strictly prohibited and may result in the permanent termination and removal of your Organization’s Specialized Government-owned Vehicles Exemption Plan, revocation of your Organization’s E-ZPass Account(s), and/or penalties for violations as outlined in the E-ZPass Account Terms and Conditions. Any person or organization who, in connection with any eligibility process for or use of toll credits, discounts, or exemptions, knowingly makes a false statement or falsifies or permits to be falsified any record or records for the purpose of fraudulently obtaining a credit, discount, or exemption from a toll, may be subject to additional penalties.