**Section 207.318 Documentation Requirements**

a) Each vehicle scrappage sponsor or manager shall maintain records for at least five years of all vehicle scrappage activities conducted as specified in the applicable vehicle scrappage plan, including the following information:

1) Identification of eligible vehicles accepted in the vehicle scrappage project or program, including the vehicle identification number and documentation indicating that these vehicles meet the eligibility criteria specified in Section 207.304 of this Subpart;

2) Documentation to verify vehicle ownership and appropriate transfer of ownership for all eligible vehicles, as specified in Section 207.306 of this Subpart;

3) Photographic documentation relative to vehicle collection activities, as specified in Section 207.314(a) of this Subpart;

4) Records verifying mileage for each vehicle, as specified in Section 207.314(c);

5) Documentation of all vehicle testing performed in accordance with the applicable vehicle scrappage plan and Section 207.314 of this Subpart and Section 207.502 of this Part;

6) All records and supporting documentation related to any calculations of emissions that are performed;

7) Documentation of all vehicle disassembly, recycling and disposal activities, as specified in Section 207.316 of this Subpart, including any waste disposal manifests or receipts obtained from scrap yards, recyclers or disposal facilities evidencing recycling or disposal of all residual materials and wastes derived from vehicle scrappage;

8) If emissions-related parts are resold or recycled, documentation demonstrating that appropriate disassembly has occurred, as specified in Section 207.316(e) of this Subpart; and

9) Documentation supporting the use of any enhanced vehicle scrappage options such as the options described in Subpart D.

b) Vehicle scrappage sponsors or managers shall:

1) Maintain all records required under this Part at one location within Illinois;

2) Maintain a copy of the applicable vehicle scrappage plan at the site of each vehicle scrappage activity;

3) Make a copy of all documentation required to be maintained pursuant to this Part available to Agency representatives for inspection upon request; and

4) Submit to the Agency a copy of any of the documentation required to be maintained pursuant to this Part, upon request by the Agency.