



Chandigarh Renewable Energy and Science & Technology Promotion Society (CREST), Chandigarh Administration

(Under the Aegis of Department of Science & Technology & Renewable Energy)

No. CREST/02/2026/3952

Date: 2-2-26

To,

All Authorized EV Dealers,

Subject: **Regarding adherence to timeline for submission of EV incentive applications**

It has been observed that several EV incentive applications are being delayed by dealers on the EV portal beyond prescribed timelines without valid reasons, which may result in customers losing eligibility for incentives due to delayed submission of application.

All EV dealers registered on Chandigarh EV portal (chandigarhev.com) are hereby directed to forward consumer applications to the CREST through EV portal within **5 days** of punching the application by consumer. CREST office will consider the date on which the application is received on the CREST portal from dealer as the official date of submission. Any delay shall be the sole responsibility of the concerned dealer.

Dealers must guide customers to apply immediately after purchase and ensure timely forwarding from dealer login.

For applications delayed beyond **three (3) months up to 6 months from the date of purchase** from the date of purchase, dealers must upload:

1. A delay request letter signed by the customer, and
2. Supporting documentary proof.

Applications beyond three months without valid justification will not be entertained.

Non-compliance may lead to strict action, including **cancellation of dealership empanelment** on the EV portal. CREST shall not be responsible for any consequences arising due to delays by dealers.


Navneet K. Shivastava, IFS,
CEO, CREST
Chandigarh Administration.