HOST'S GUIDE

EVCHARGE online

Getting Connected

To onboard your Rolec charging points to the EV CHARGE.ONLINE system simply follow the following steps:

1. PURCHASE YOUR CHOSEN PLAN

For each project you will need to:

- ✓ **Purchase** your chosen **Data Management Plan** (see table below)

- ✓ **Pay** any **Remote Commissioning Fees** (where applicable)

3 YEAR DATA MANAGEMENT PRICING & PLANS

	Essential	Premium
OLEV GRANT ELIGIBLE:		
WCS (Workplace Charging Scheme)	✓ *	✓
USER ACCESS:		
Plug & Play Charging	✓	✓
Mobile Phone App		✓
HOST MANAGEMENT:		
Unlimited Back-Office Platform Access		✓
Chargepoint Management Dashboard		✓
Visibility Of Your Entire Chargepoint Network		✓
Real-Time, Historical & Analytical Feedback		✓
Customisable Tariffs		✓
Optional Revenue Stream		✓
Private, Public & Fleet Charging Options		✓
Exportable Usage, Revenue & BIK (Benefit In Kind) Data		✓
Automatic Maintenance Response Notifications		✓
Electrical Load Management (Optional)		✓
	£50 per 3 Years (each socket)	**£135** per 3 Years (each socket)

*PLEASE NOTE: The EVCharge.Online Essential management plan provides the host with an automated quarterly chargepoint consumption report as required in order to meet eligibility for the OLEV Workplace Charging Scheme Grant (WCS).

ⓘ See the EV Charge.Online Overview for details

2. BOOK YOUR INSTALLATION

Contact your chosen Installer **to arrange a suitable date** to install your charging points.

3. GET CONNECTED

Once installed, your contractor will **commission and connect your charging points** on to our system.

THE FOLLOWING 2 STEPS ARE ONLY REQUIRED IF YOU HAVE PURCHASED THE **PREMIUM PLAN**

4. BACK OFFICE MANAGEMENT SUITE

Once connected to our system, you will receive an invitation to access your **EV CHARGE.ONLINE** Back-Office Host Management Portal along with instructions on how to proceed.

5. SYSTEM TRAINING & CONFIGURATION

Book a telephone appointment **01295 231510** for a complete **guided walkthrough of the system** and personalised support to ensure the system is configured to meet your requirements.

IMPORTANT ADVICE

As a part of its services **EV CHARGE.ONLINE** will routinely monitor the connectivity and health of the charging points and notify the Host's nominee of any faults or connection issues that we detect. **Transitory issues can often be cleared by power-cycling and we strongly recommend that the Installer advises the Client how this can be done during the handover process.**

We also recommend that you consider entering a service and support agreement with your preferred Installer to ensure you are covered for all potential call out and eventualities.