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## **Connecting your Driver Account to Charge at your location**

#### **Step 1**: Download ChargePoint Mobile App to your smart phone.

Follow the instructions to create a ChargePoint account. You will be asked to provide payment method (Credit Card, PayPal, or Apple Pay) when creating a new account.

#### Step 2: You'll need a connection code from your location (code is listed on page 3)

Contact your property/program manager to get the ChargePoint Connection Code so you can access charging at your location. If your property/program manager needs assistance with approving your driver account, please ask them to contact ChargePoint Support. (U.S. and Canada Toll Free: 1-877-850-4562 menu option 2. Hours: Mon - Fri, 5am PST - 6pm PST)

**Step 3**: Enter the connection code into your driver account (steps listed on page 2)

**Step 4**: Charge using your mobile app (or network card once it arrives in the mail)



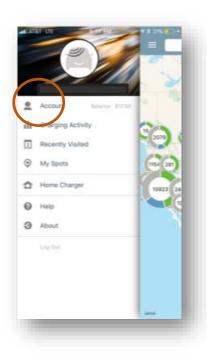
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### How to enter your connection code

#### 1. Tap on menu icon



2. Select Account



### 2. Select Connections

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#### 2. Select Browse

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Company Connection Code: EV17092

7. Enter info requested

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## How to enter your connection code (continued)

5. Enter the code from above 6. Click on your site in green

Search ut LTE AT&T LTE 9:53 AM 1 \$ 32% Browse Connections < 6  $\wedge \vee$ Connections allows ChargePoint drivers to take Offer Details From: support@chargepoint.com ows ChargePoint drivers to take 0 Connections Parking space with home service charger advantage of deals offered by Station Owners. advantage of deals offered by Station Owners. To: Hide assigned exclusively to you ABC123 ABC12 Eligibility ChargePoint: Connection Approved Search Results ABC123 Aventino Residents Only by Aventino Aventin Employer  $\sim$ Today at 9:52 AM Parking space with home service charger assigned Required Information exclusiv Ø Restaurants  $\sim$ -chargepoin+ Retail  $\sim$ I agree to the Home Charging Service Terms & Conditions This email is an automated reply. Please do not reply to this email. Hospitality  $\sim$ I agree to the Aventino Connections Terms & Conditions Your Connection to Aventino has been Entertainment  $\sim$ approved. Thank you for using ChargePoint. **Parking Garage**  $\sim$ Team ChargePoint support@chargepoint.com Education  $\sim$ Service Providers  $\sim$ 1

8. You'll receive an email once your driver account has been approved

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