

# CP4000 Construction Signoff Form

This form is required to ensure the site for your ChargePoint EV charging station(s) has been prepared as specified, by you or by your chosen contractor, before beginning your charging station installation. Submit this completed form, and the photos specified, to [installdispatch@chargepoint.com](mailto:installdispatch@chargepoint.com). The detailed data sheets, site design guides, and installation guides defining ChargePoint specifications are online at: [cpglobal.learnupon.com](http://cpglobal.learnupon.com).

**IMPORTANT:** All installations must comply with all applicable codes. ChargePoint provides concrete pedestal guidance in the CP4000 Site Design Guide that is applicable for most sites; however, the size for a given site might be different due to site conditions. Ensure site drawings have been completed and approved by a structural engineer for this site.

Note: If your station installer arrives to install your station and finds these items incomplete, you will incur a separate re-dispatch charge.

Site Information	Contractor Information
Site Address:	Company Name:
	Site Lead Name:
Number of CP4000 stations to be installed Pedestal:                      Wall:	Site Lead Job Title:
Contact Name:	Site Lead Email:
Contact Phone:	Site Lead Phone:
Contact Email:	Date Work Began (dd/mm/yyyy):

Take the following photos throughout the site construction process.

Required Pictures	
	1. Concrete pad showing anchor bolts, conduit, and wire for each station -or- Wall station location with conduit and wire for each station
	2. Overall space around the concrete pad, showing all service clearances are available

## Required Pictures

	3. The electrical panel's specification label, to show total panel capacity
	4. The open electrical panel with the dead front panel removed, showing terminations
	5. The open electrical panel with the dead front panel on, showing breaker amperage ratings and labels for CP4000 connections

## Civil Work - Pedestal Mount

	<p>1. A new concrete pad was either designed and approved by a structural engineer for this specific site, or is a newly poured pad with:</p> <ul style="list-style-type: none"><li>• At least 600 mm on each side, including underground.</li><li>• Follows one of the three recommended pedestal patterns in the Site Design Guide.</li><li>• Concrete grade C30 minimum.</li></ul> <p>-or-</p> <p>An existing concrete pad with:</p> <ul style="list-style-type: none"><li>• A minimum concrete volume of 0.23 m<sup>3</sup></li><li>• A minimum concrete depth of least 150 mm thick.</li><li>• Mounting bolts positioned at least 138 mm from the edge of the pad when measured from the center of any bolt.</li></ul> <hr/> <p><b>Note:</b> UNIMI manufactures and sells precast concrete and plastic foundations. ChargePoint approves installing CP4000 charging stations on precast UNIMI concrete or plastic foundations, according to the instructions UNIMI provides. Contact your ChargePoint sales representative if you have questions.</p>
	2. Four anchor bolts extend 55 mm +/- 5 mm above the concrete. Bolts are plumb and secure in concrete or epoxy.
	3. The center of the conduit stub-up (a) is at least 230 mm from obstructions to the rear.
	4. Conduit extends 300-600 mm above the concrete.
	5. Walls, fences, or slopes do not prevent water from draining from the pad.



1. Conduit brings wire to the station.
2. 900 mm of wire is provided for installation.
3. The wall is smooth, plumb, stable, and strong.

### Electrical Work

	1. Electrical infrastructure has been completed in accordance with all applicable codes and ChargePoint specifications.
	2. Adequate circuit protection devices protect each charging port.
	3. Each circuit breaker is new (or in good working order).
	4. Circuit breakers are correctly labeled in the panel.
	5. The station mounting location has been tested for 3G cellular coverage and shows an RSSI of -85 dBm or better (and an ECIO of -10 or better).

### Installation Readiness

	1. All station boxes are delivered, available, and contents are undamaged.
	2. If internal phase rotation between ports is desired, the L1 to L2 jumper is delivered.
	3. The installation site is clean and safe for installation.

### Site Comments

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I, \_\_\_\_\_ hereby certify that the scope of work in this form has been correctly completed.

Signature

Date

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