Construction Signoff Form

This form ensures the site for your ChargePoint solution has been prepared as specified, by you or by your chosen contractor, before beginning installation. Submit this completed form and the required photos to installdispatch@chargepoint.com. Detailed datasheets, site design guides, and installation guides defining ChargePoint specifications are available at ChargePoint Product Reference Documents.

IMPORTANT: All installations must comply with local and regional code. ChargePoint provides concrete pad guidance applicable for most sites in the site design; however, pad sizes for a given site might be smaller or larger due to site conditions. Ensure site drawings have been completed and approved by a structural engineer for the site.

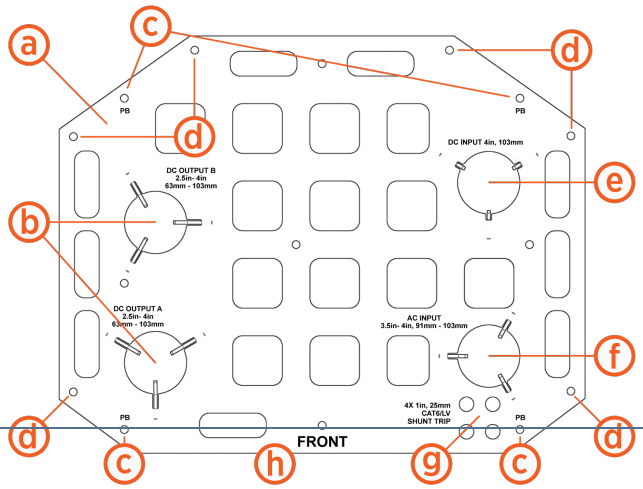
Note: If the installer arrives to the installation site and finds any signoff items incomplete, you will incur a separate re-dispatch fee.

Site Information	Contractor Information
Site address:	Company name:
	Site lead name:
Number of stations to be installed:	Site lead job title:
Contact name:	Site lead email:
Contact phone:	Site lead phone:
Contact email:	Date work began:

Take the following photos for each location throughout the site construction process.

Required Pictures	
☐	1. All trenching has been completed and conduit/ducting is laid in place.
☐	2. The Power Block Concrete Mounting Template (CMT) is in place, and anchor bolts and conduit stub-ups have been inserted correctly. The CMT is being held at the proper height to prevent movement during the concrete pour.
☐	3. The Power Link 1000 Concrete Mounting Template (CMT) is in place, and anchor bolts and conduit stub-ups have been inserted correctly. The CMT is being held at the proper height to prevent movement during the concrete pour. -or- Wall or overhead location secure with flex conduit and wire correctly installed.

Required Pictures	
☐	4. Completed concrete pad (if applicable), showing anchor bolts and conduit stub-ups in place.
☐	5. Overall space around each mounting location, showing all service clearances are available.
☐	6. The electrical panel's specification label, showing total panel capacity.
☐	7. The open electrical panel with the dead front panel removed, showing terminations.
☐	8. The open electrical panel with the dead front panel on, showing breaker amperage ratings and labels for Express Plus connections
☐	9. The front of each AC disconnect (if applicable by region)
☐	10. Power Link 1000 sites are positioned so that each station front is facing the vehicle

Civil Work, Power Block	
☐	1. The concrete pad was designed, installed and approved as follows: a. If the concrete pad is new: • The pad was designed and installed based on one of the conservative stability specifications listed in the *Express Plus Site Design Guide*, in accordance with site-specific wind, seismic and soil conditions. -or- • The pad was designed by a structural engineer, based on site-specific conditions and based on the structural parameters listed in the *Express Plus Site Design Guide*. b. If the concrete surface is existing: • The pad was inspected and approved by a structural engineer, based on the structural parameters listed in the *Express Plus Site Design Guide*
☐	2. Walls, fences, or slopes do not prevent water from draining from the pad.
☐	3. The Concrete Mounting Template (CMT) is installed in the pad, 50.8 mm (2 in) below the concrete surface, with anchor bolts in place in the CMT, OR Surface Conduit Entry (SCE) is ready for installation.
☐	4. Conduit stub-ups (if applicable) are cut to a height 559-914 mm (22-36 in) above top of concrete.
☐	5. All conduits and anchor bolts are positioned correctly in the CMT: a. Concrete Mounting Template b. DC output options: 250, 350, or 500 A; up to 103 mm (4 inch trade size) conduit each c. M16 anchor bolts (x4) with top 76 mm (3 in) protruding above concrete d. Surface Conduit Entry anchor positions (optional: x2 left, x2 rear, or x2 right) e. DC auxiliary input (requires optional package): 103 mm (4 in trade size) conduit f. AC input: 103 mm (4 inch trade size) conduit 

Civil Work, Power Block

g. Low voltage DC, Cat6 Shielded Twisted Pair (STP) Ethernet, and shunt trip options; 21 mm (3/4 inch trade size) conduit (x4)
   - Shunt trip: if used (x1)
   - 1 Ethernet, 1 LV out: (x1)
   - 2 Ethernet, 1 or 2 LV out: (x2)
   - 3 Ethernet, 1 or 2 LV out: (x3)

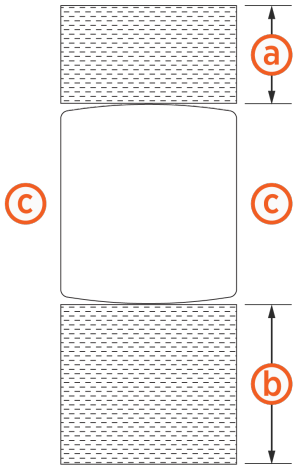
h. Front of enclosure (top view)

☐ 6. The site and service clearance requirements are met:

a. Rear: 457 mm (18 in) required, 610 mm (24 in) recommended*

b. Front: 1000 mm (39.3 in) and able to support a roll-up service cart *

c. Sides: 51 mm (2 in), measured from the exterior of each side cover panel. Side clearances can be shared between Power Blocks as long as:
   - Front and rear clearances are maintained
   - Access to the back of each Power Block exists
   - At least 457 mm (18 in) of clearance exists at each end of a row of Power Blocks



*Front and rear clearances must be at grade level at grade +/- 13 mm (0.5 in).

Civil Work, Power Link 1000

☐ 1. The concrete pad was designed, installed and approved as follows:

a. If the concrete pad is new:
   - The pad was designed and installed based on one of the conservative stability specifications listed in the *Express Plus Site Design Guide*, in accordance with site-specific wind, seismic and soil conditions.
     -or-
   - The pad was designed by a structural engineer, based on site-specific conditions and based on the structural parameters listed in the *Express Plus Site Design Guide*.

b. If the concrete surface is existing:
   - The pad was inspected and approved by a structural engineer, based on the structural parameters listed in the *Express Plus Site Design Guide*

☐ 2. Walls, fences, or slopes do not prevent water from draining from the pad.

☐ 3. The Concrete Mounting Template (CMT) is installed in the pad, 51 mm (2 in) below the concrete surface, with anchor bolts in place in the CMT, OR Surface Conduit Entry (SCE) is ready for installation.

☐ 4. Conduit stub-ups are cut to a height 102-160 mm (4-6.3 in) above top of concrete.

☐ 5. All Power Link 1000s are within 100 m (328 ft) of the associated Power Block.

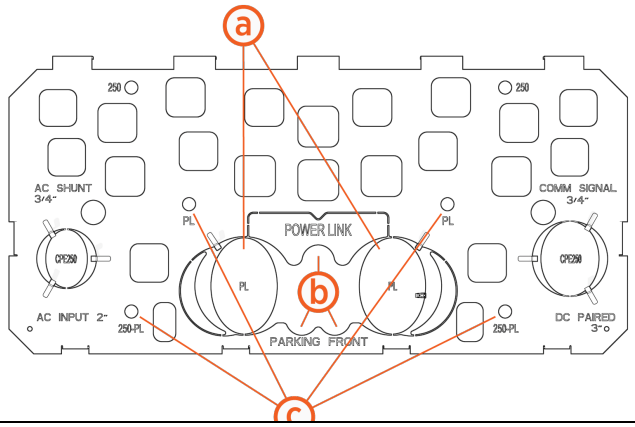
Civil Work, Power Link 1000

☐ 6. All conduits and anchor bolts are positioned correctly in the CMT:

a. DC input conductor: up to 89 mm (3.5 in trade size) conduit each

b. 48 VDC and Cat6 Shielded Twisted Pair (STP) Ethernet: 21 mm (3/4 in trade size) conduit

c. Power Link 1000 anchor bolts (x4) with top 76 mm (3 in) protruding above concrete



☐ 7. The service clearance of open space is sufficient:

a. Front: 610 mm (24 in) minimum open space

b. Side: 305 mm (12 in)*

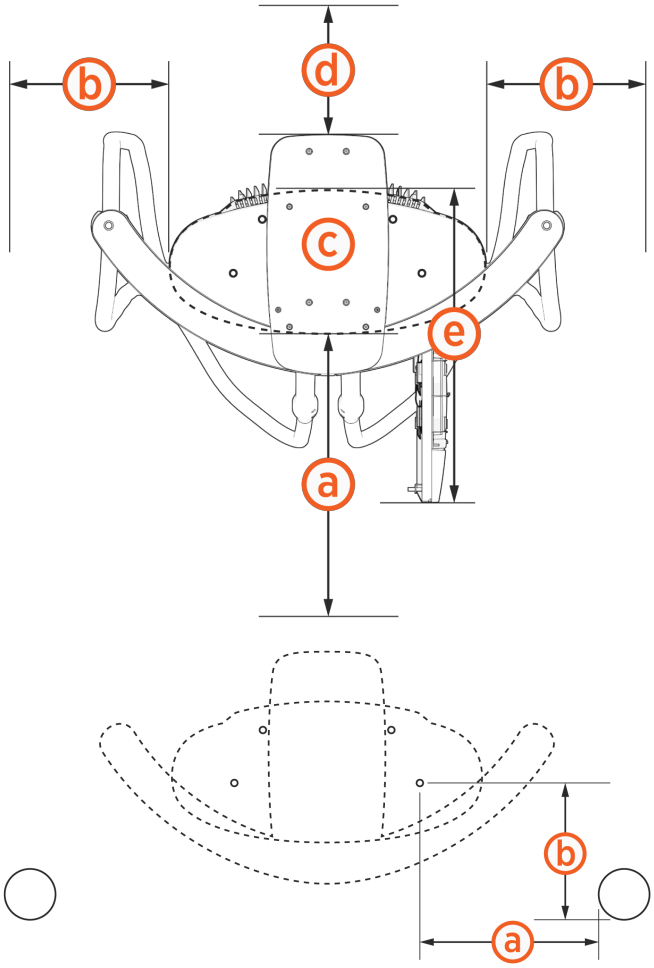
c. Top:

- 26 mm (1 in) from top of Cable Management Kit, for pedestal mount
- 305 mm (12 in) from top of Power Link 2000, for overhead mount

d. Rear: 203 mm (8 in), or 457 mm (18 in) for liquid cooled cable with backpack, or 610 mm (24 in) for Surface Conduit Entry

e. Door swing plus station width: 730 mm (28 3/4 in)

* Side clearance is measured from top corner to top corner. Side clearance can be shared between two Power Link 1000s provided adequate clearance is allowed for Cable Management Kit (CMK) arms. CMK arms cannot share side clearance.



☐ 8. Charging station sites are positioned so that the front of each station is facing the vehicle.

Civil Work, Power Link 1000	
☐	9. The charging station is at least 203 mm (8 in) from any wall as its rear clearance. Stations positioned back to back are no closer than 610 mm (24 in) shared clearance.
☐	10. All signage, parking spot striping, and “EV” markings are completed per site drawings and local code.

Electrical Work

Electrical Work

☐ 1. A correctly rated, dedicated breaker is installed for each Power Block, per this table:

Nominal Voltage	Input Current Rating	Branch Circuit Capacity and Breaker	Breaker Size
Europe: 400 V	315 A	350 A or 400 A	400 A
North America: 480 V	260 A		350 A or 400 A

☐ 2. The transformer nameplate shows that wiring is Wye (Y) connected, and 3-phase with bonded neutral plus Ground.
Note: Delta (floating or grounded) configuration is not supported.

☐ 3. Breakers have shunt trip capability to each Power Block if the site drawing calls for shunt trip wiring.

☐ 4. All electrical infrastructure has been completed per local codes and ChargePoint specifications for 3-phase power plus ground, with properly sized copper as defined in the Site Design Guide. (Do not install Neutral.)

Conductor	Conductor Rating	# of Poles	Insulation Type	Temp Rating
AC input	Europe: 315 A, 400 VAC North America: 260 A, 480 VAC	3 + PE	THHN/THWN	90°C
HVDC output	200-500 A, 1000 VDC	2 + PE	XHHW-2	90°C
48 VDC	10 A, 600 V	2	THHN/THWN	90°C

Record the AC conductor size, voltage rating, and insulation type: _____
Record the DC conductor size, voltage rating, and insulation type: _____
Record the 48 VDC conductor size, voltage rating, and insulation type: _____

☐ 5. Outdoor rated Ethernet Cat6 STP cable, without terminations, is pulled between the two stations with 2 m (6 ft) of service loop at each end.

☐ 6. Wi-Fi and cellular signal strength meet requirements per the station's Site Design Guide.

Acknowledgment

Site Comments

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

Signature	Date