Construction Signoff Form for CPF50

This form is required to ensure that 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.* The detailed data sheets, site design guides, and installation guides defining ChargePoint specifications are online at: *chargepointuniversity.com*.

IMPORTANT: All installations must comply with all applicable codes. ChargePoint provides concrete pedestal guidance in the CPF50 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.

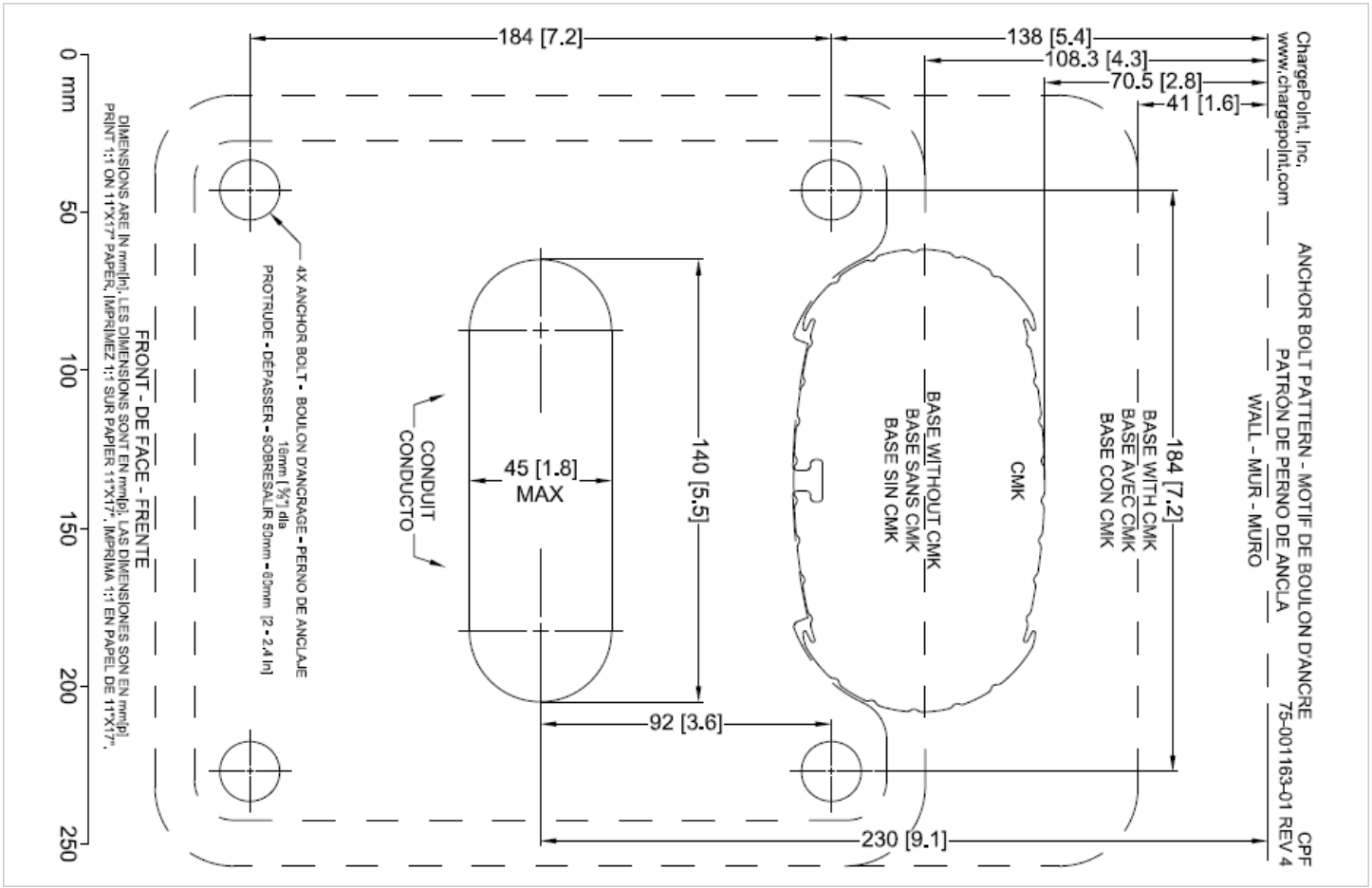
Note: If your station installer arrives to install your station and finds these items incomplete, you will incur a separate re-dispatch charge.

Site Information	Contractor Information
Site Address:	Company Name:
Number of CPF50 stations to be installed:	
# Pedestal:	# Wall:
Number of Gateways to be installed:	
Site Lead Name:	Site Lead Job Title:
Contact Name:	Site Lead Email:
Contact Phone:	Site Lead Phone:
Contact Email:	Date Work Began (mm/dd/yyyy):

Take the following photos of each station throughout the site construction process.

Required Construction Pictures	
☐	1. Concrete pad showing anchor bolts, conduit, and wire for each station -or- Wall station location with flex conduit and wire for each station
☐	2. Gateway location
☐	3. Overall space around the concrete pad, showing all service clearances are available
☐	4. The electrical panel's specification label, to show total panel capacity
☐	5. The open electrical panel with the dead front panel removed, showing terminations
☐	6. The open electrical panel with the dead front panel on, showing breaker amperage ratings and labels for CPF50 connections

Civil Work – Pedestal Mount	
☐	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: • At least 600 mm (24 in) on each side, including underground. • Follows one of the three recommended pedestal patterns in the Site Design Guide. • Concrete 2500 PSI minimum. • Mounting bolts positioned at least 150 mm (6 in) from the edges of the pad when measured from the center of any bolt. -or- An existing concrete pad with: • A minimum concrete volume of 0.23 m3 (8 ft3). • A minimum concrete depth of least 150 mm (6 in) thick. • Mounting bolts positioned at least 150 mm (6 in) from the edges of the pad when measured from the center of any bolt.
☐	2. Four anchor bolts extend 60 mm +/- 5 mm (2.3 in +/- ¼ in) 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 (9.1 in) from obstructions to the rear.
☐	4. Conduit extends 300-600 mm (12-24 in) and wire extends 1.5 m (5 ft) above grade.
☐	5. Walls, fences, or slopes do not prevent water from draining from the pad.



Civil Work – Wall Mount	
☐	1. Rigid or flexible conduit brings wire to the entry point of the station.
☐	2. 600 mm (24 in) of wire extends beyond the conduit to enter the terminal block.
☐	3. The wall is smooth, plumb, stable, and can support the charging station in use.

Electrical Work	
☐	1. Electrical infrastructure has been completed in accordance with all applicable codes and ChargePoint specifications.
☐	2. Each circuit has a dual-pole, non-GFCI circuit breaker. Amperage: _
☐	3. Each circuit breaker is new or in good working order.
☐	4. Breakers are correctly labeled in the panel.
	5. Only bonded neutral systems are used.

System Type	Select
120/240 VAC 1Ø bonded neutral	☐
120/208 VAC 3Ø WYE bonded neutral	☐
120/240 VAC 3Ø Delta center tap-grounded bonded neutral	☐

☐	6. If ChargePoint Gateway is installed: The Gateway mounting location has been tested for 4G/LTE cellular coverage and shows an RSRP of -85 dBm or better (and an RSRQ of -10 or better).
☐	7. If ChargePoint Gateway is installed: The station mounting location is within 45 m (150 ft) line-of-sight of its Gateway.

Installation Readiness	
☐	1. All station boxes are delivered, available, and contents are undamaged.
☐	2. The installation site is clean and safe for installation.

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

Signature	Date	Sales Order #

chargepoint.com/support

75-001409-01 r2