

Charging Station Installation Checklist

As you consider the selection and purchase of an electric vehicle (EV), you may also want to have a charging station installed for convenient charging at home. Here is some information to help you get started.

✓ **Contact Appalachian Power**

- Knowing where customers with EVs and charging stations are located will help us effectively plan and manage the reliability of service in your area.
- Discuss potential off-peak charging rates which may provide a lower cost option than standard electricity rates.
- Ask about potential incentives available for electric vehicle supply equipment (EVSE), also referred to as Level 2 charging stations.

✓ **Conduct a Home Assessment**

- The cost to install a Level 2 charger can vary depending on the electrical system inside your home.
- Contact a licensed electrical contractor or your car dealer's third-party vendor to help assess your home and better understand potential costs.
- Third-party vendors such as Aerovironment and SPX perform in-home assessments for residential customers planning to install a Level 2 charger.

✓ **Identify a Qualified, Licensed and Bonded Electrical Contractor**

When comparing contractors, ask about the following:

- Is their license up-to-date?
- What are their standards for safety?
- Are they close to your home?
- What is their response time?
- Are they available weekends and after hours?
- Do they have 24/7 phone support?
- Are they certified to install EVSE?
- Do they have service and diagnostic tools to verify proper installation and troubleshoot the charging station?
- Do they have experience in alternative energy projects?
- Do they have knowledge of Level 2 EVSE?
- Do they have real-life EVSE installation experience?
- Can they help manage and process documentation for government/utility incentives, credits or rebates?

✓ **Acquire Permit from Local Authority**

- The permitting process, timeline, and fees can vary by location. Contact your permitting authority early to limit the potential for any delays.
- A licensed electrical contractor may be able to handle this step for you.

✓ **Install Charging Station**

- Contract with a qualified vendor for installation.
- Self installers should refer to the National Electric Code: <http://www.madkatz.com/ev/nec1999Article625.html>

✓ **Contact Utility for Meter Changes and/or Sign-off**

- Special rates may be available for your electric vehicle. If you elect the special rate, some changes to your electric meter configuration may be needed.

✓ **CHARGE YOUR VEHICLE**

For more information, visit:

www.AppalachianPower.com/save/electricvehicles or send an email to tcstafford@aep.com.

