



# Maintenance Operations

## Electrical Vehicle Charging (EVC) Station Usage Agreement

Name (Print) \_\_\_\_\_ Employee/ Student No. \_\_\_\_\_

Primary Charging Location \_\_\_\_\_

Expected Normal Charge hours: \_\_\_\_\_

Plate Number	Electric Vehicle Make and Model	Colour
Plate 1:		
Plate 2:		
Plate 3:		

SD43 has installed Electric Vehicle Charging Stations (the “EVC Stations”) on its premises at various locations in order to facilitate the charging of electric vehicles owned and/or operated by its staff and students.

The hardware at these locations are operated by SWTCH Energy and access to charging station usage requires that you sign up on the SWTCH Energy EV charging app.

The following terms and conditions form the EV vehicle charging station usage agreement with SD43. These terms and conditions are subject to change by SD43 without notice.

**To qualify staff/students must:**

1. Drive an EV (electric vehicle)
2. Confirm the license plate number for their EV(s)
3. Complete this EV charging station agreement with SD43 and on-line with SWTCH

Charging times are self-governed amongst the EV charging station users. In order to accommodate sharing of the station in an equitable manner, users should opt to receive notification directly from SWTCH to confirm time has expired or vehicle is fully charged.

**EV usage**

EV users are expected to share the stations and only occupy the spot while their vehicle is charging. We expect users to charge their vehicle up to a maximum of three hours. Parking rates at designated charging stations will increase after the three-hour period. Staff/students should move their vehicle during appropriate break-times. Usage and access to the charging stations are self-governed amongst the EV users. Vehicles occupying parking spots at charging stations that are not being charged are subject to being towed the owner's expense.

Please note, signing this agreement does not guarantee a spot at the charging station. Access to EV charging stations is on a first come, first served basis and in high demand locations, there is no certainty of charging availability.

**Terms and Conditions**

1. The Employee or Student expressly acknowledges and agrees that the license for the use of the charging stations granted by SWTCH Energy is non-exclusive and that other staff /students or authorized individuals are also allowed to use these stations. SD43 does not warrant or represent that access to the charging stations will be available, except on a “first come first served” basis. The SWTCH Energy charging app shall be the mechanism for access to charging. The Employee or Student shall pay swtchenergy.com a rental fee for the use of the charging stations, such payment is prepaid directly to SWTCH Energy and made in accordance with the SWTCH Energy Agreement entered by the user.
2. The Employee/ Student shall indemnify and save harmless SD43 from and against all claims, demands, losses, damages, costs, and expenses made against or incurred, suffered or sustained by SD43 where the same are based upon or arise out of any act, neglect, or omission by the Employee/Student in the use of the charging Stations. The Employee/ Student shall be responsible for, and pay to SD43, the cost of any repair to the charging stations as a result of damage caused by the Employee / Student.
3. The Employee/ Student agrees and acknowledges that his/her use of the charging stations is at his/her own and sole risk. The Employee/Student’s use of the charging stations is his/her acknowledgement that these stations are compatible with the charging of his/her vehicle, and further agrees that SD43 shall not be in any way liable for any loss or damage of whatever nature incurred by the user or to his/ her vehicle, arising out of the Employee’s/ Students use of the charging stations.
4. The Employee/ Student agrees to coil and secure or otherwise make safe the charging cord back on the EVC Station after each use. Failure to do so may result in termination of the Employee’s/ students future use of the EVC Stations.

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Agreeing to the terms and conditions is required for use of and access to the EV charging stations. By signing below, I acknowledge having read, understood and accepted these terms and conditions.

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Signature

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Date

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SD#43 Email Address (MUST)

Please return this agreement signed to Adrian Pettyfer, Energy Manager, School District 43 at [apettyfer@sd43.bc.ca](mailto:apettyfer@sd43.bc.ca)

After we receive the agreement, we will send you the required Access Code along with instructions to set-up account for charging.