Section I (to be completed by Staff)

1. Name of Staff: ________________________  Staff ID: ________________  Date: _________  Time: ________

2. Staff Phone: ________________________  Email: _____________________

3. Estimated Charging time (0% → 100%): _________ hrs

4. Vehicle Model: ________________  Plate Number: ____________

I agree to observe the Guideline and Conditions on use of Electric Vehicle Standard-Charge Socket.

Signature: ______________________________  Date: ______________________________

Section II (Approval)

This Charging Registration is:

☐ Approved   ☐ Not available  Remark: _______________________________________

Approved by: __________________________  Date: __________________________

Campus Management Section

Section III  Guideline and Conditions

- First Come First Serve basis at the parking space with Standard-Charge Socket
- Maximum 4 hours applied for each charging
- EV driver must provide with designated charging cable/adapter
- Self Service for the connection and disconnection of charging device(s)
- User is required to do proper cable management in order to avoid tripping hazard for other carpark user(s)
- Terms and Conditions of Charging apply
- Conditions of Parking apply
- The University reserves the right to review, alter or cancel this registration for unavailable of the Charging Socket