



# HOW TO USE

## PowerFlex Charging Stations



# FIRST-TIME SETUP

## PowerFlex Charging Stations



1. Download and install the PowerFlex app on your smartphone.



2. Launch the app and tap “Tap here to sign up!” and create your account using your company email address.

3. Enter the Year, Make and Model of your primary EV. This will help PowerFlex optimize charging based on your vehicle’s specifications. Your vehicle settings will be saved for future charging sessions. You can add additional vehicles from Settings > My Vehicles. (See figure 1.)

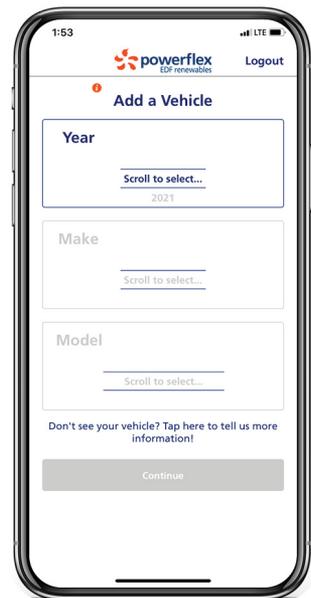


Figure 1

# FIRST-TIME SETUP

## PowerFlex Charging Stations



4. Set your charging preferences for your typical charging session. You can update these settings later if your needs change. (See figure 2.)

5. Tap the gear icon lower right to visit the Settings page to verify your email address (to make sure you entered your correct address). A 6-digit code will be emailed to you to confirm your address in the app. If you don't see the email in your inbox after a few minutes, please check your spam folder.

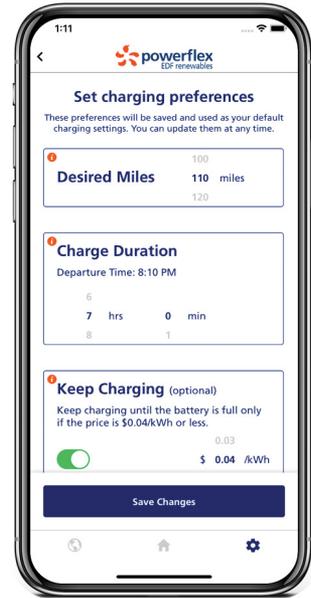


Figure 2

# ADDING FUNDS

## PowerFlex Charging Stations



1. Log in to the PowerFlex app on your smartphone.
2. Tap on the gear icon at the bottom right of the screen. (See figure 3.)
3. Tap on Add Funds. (See figure 3.)
4. Enter the amount you would like to add to your mobile wallet and enter your credit card or use PayPal, Venmo, Apple Pay or Google Pay options. Click the Submit button, wait for it to complete ("Sweet Success!"). Then click "Done" to return to the Settings page. (See figure 4.)

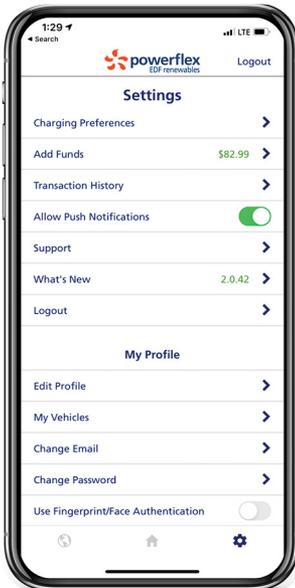


Figure 3

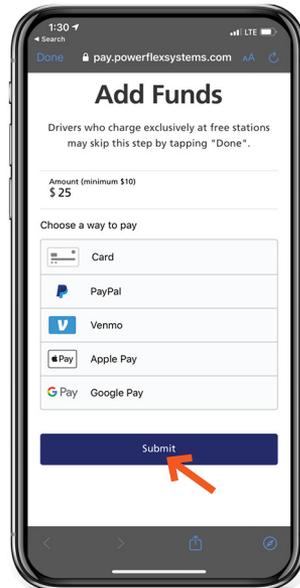


Figure 4

# CHARGING YOUR CAR

## PowerFlex Charging Stations



1. Connect your vehicle to the charging station.
2. Launch the PowerFlex app, verify the car shown is the car you wish to charge and scan the QR code on the station. Upon a successful scan, the space number should appear under the camera view.

Your charging session details will show on the Session Screen and charging will begin. (See figure 5.)

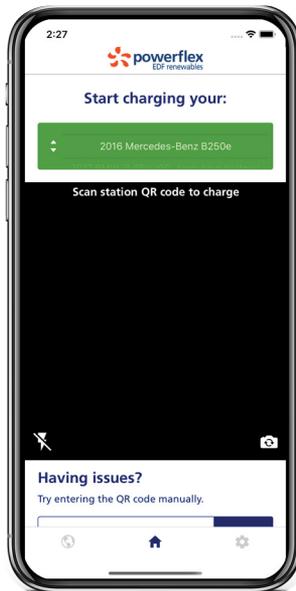


Figure 5

# CHARGING YOUR CAR

## PowerFlex Charging Stations



3. Next your charging session status screen will appear and charging will begin. You can tap “Adjust Settings” if you wish to change your charging setting from your previously saved preferences. (See figures 6 & 7.)



Figure 6

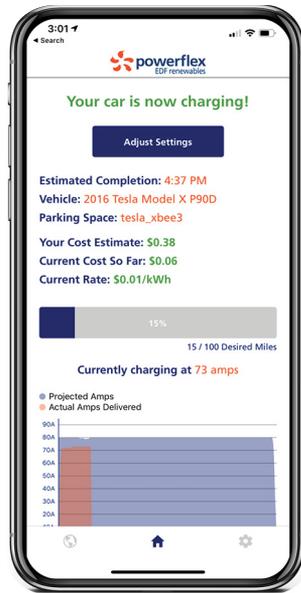


Figure 7

[support@powerflex.com](mailto:support@powerflex.com)  
833-4-PWRFLX