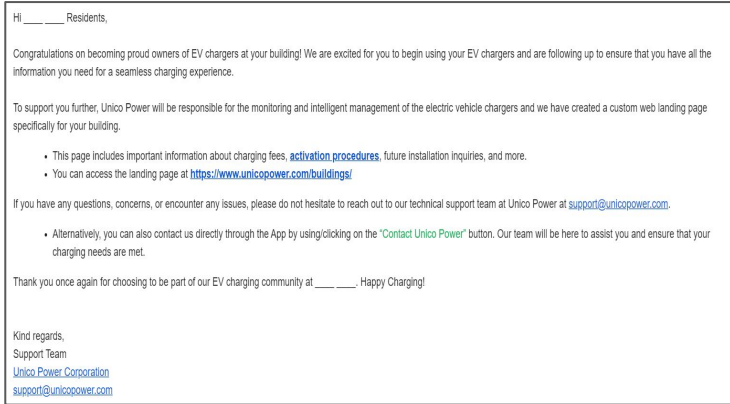


# User Starter Guide

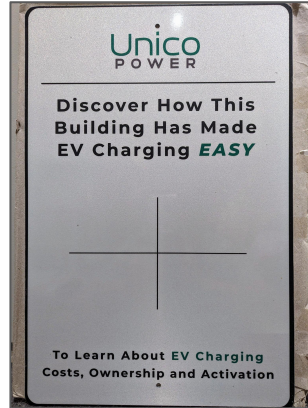


## Three Easy Ways Get Started

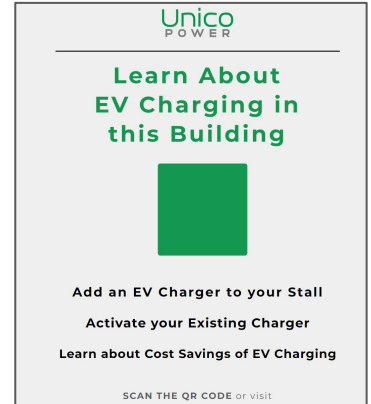
Each building managed by Unico Power has a unique web page dedicated to its EV charging information. To find your building's web page, you can use the options below.



Check your inbox for the welcome email



Sign in the Parkade



Poster with QR code (near elevator/concierge)

## Activating and Charging

### 1. Download the Unico Power App

The Unico Power App is available in the [Apple App Store](#) or the [Google Play Store](#).

You can also use any web browser any time and use the link: [app.unicopower.com](http://app.unicopower.com).

### 2. Create your Account

Create a sign-in with Google, Facebook or Apple.



### 3. Linking your Account

After signing up, register your EV charger:

Please enter the serial number (SN) for a charging station that you plan to use, or the sign-up code if provided.

The serial number is on a label on the charging station (usually on the lower left side), and is a series of 12-17 characters to the right of "SN" (mostly in the format 3UP0-1-1234-12345). For shared stations, any serial number of a shared station will also allow use of the other shared stations in the building, or you may use a sign-up code from your building's landing page. For private stations, if you received a sign-up code, you must use that code instead of the serial number.

If you cannot find the serial number or sign-up code, please click Contact Unico Power below and send us the building's address and the parking stall level/number.

We always recommend linking your account using the serial number (SN) of the EV charger.



Aprisa Charger



Maquina Charger

### 3a. Private vs. Shared Registration

After signing up, you should be brought to the registration page (pictured below).

#### Private EVSE

##### Step 1: Serial Number (SN)

If you cannot find the serial number or sign-up code, please click Contact Unico Power below and send us the building's address and the parking stall level/number.

3UP0-1-2345-67890

or (for shared charging stations):

start typing address (no apartment numbers)

Search

#### OR

#### Shared EVSE

##### Step 1: Enter Sign-up Code

If you cannot find the serial number or sign-up code, please click Contact Unico Power below and send us the building's address and the parking stall level/number.

STATION

or (for shared charging stations):

start typing address (no apartment numbers)

Search

##### Step 2: Link my Account

We found a charging station

Building: Phase 1 (EPS )  
Charger Location: P1 Stall 11  
Charger Name: Phase 1 EVSE 03 (P1 S-11)  
Max Current: 32 A  
Available: **Yes, use this station**

If any of this is incorrect, please click Contact Unico Power below.

You will be charged fees determined by your building management, along with a flat monthly system management fee by Unico Power while the account is configured and active (please see next page for details). It is possible to deactivate your account to avoid paying flat fees during prolonged periods when you do not need charging.

By clicking the Link button below, you declare that (1) you are authorized to use the indicated charging station(s), (2) Unico Power may require evidence of this authority (a document, signage, etc.) in the event of a dispute, and (3) false registration constitutes fraud.

Link my Account to this Charging Station

Back to search

##### Step 2: Link my Account

We found a building with shared charging

The provided information grants you access to shared charging stations at the following building.  
Building: Phase 1 (EPS )  
Street Address: 70 Assembly Way  
City: QH3  
Postal Code: QH3

You will be able to charge at any shared station there (one session at a time, started through this app). You will be charged for any usage occurring between activation and deactivation (automatic shortly after unplugging), according to the rate determined by the building.

You will be charged fees determined by your building management, along with a flat monthly system management fee by Unico Power while the account is configured and active (please see next page for details). It is possible to deactivate your account to avoid paying flat fees during prolonged periods when you do not need charging.

By clicking the Link button below, you declare that (1) you are authorized to use the indicated charging station(s), (2) Unico Power may require evidence of this authority (a document, signage, etc.) in the event of a dispute, and (3) false registration constitutes fraud.

Link my Account to this Building

Back to search

# User Starter Guide



## 4. Entering Billing / Payment Information

Once you've linked your Account to your EV charger, the last step to complete registration for your account will be to enter your billing & payment information on your account.

Once your Billing & Payment Information has been entered & verified, you will be redirected to a new page on your account.

- Shared customers will first see the "Select a charging station" page. Once a Shared charging station is selected, you will see the "Charger Status" page without the option to have the "charger always enabled"
- Private/dedicated customers will see the "Charger Status" page with the option to have the "charger always enabled"

### Shared/Visitor Charging Customers

### Private/Dedicated Charging Customers

## Common EV Charger Statuses

### Aprisa Chargers

#### UNAVAILABLE

The "unavailable" screen means that your EV charger is currently Disabled and needs to be Enabled to provide charge.

- This is a security feature to ensure that your registered account is the only one that can control your EV charger.

#### AVAILABLE

The "available" screen means that your EV charger has been Enabled and is ready to provide charge. All you need to do is plug into your EV and charging will begin.

#### CHARGING

The "charging" screen means that the EV charger is plugged-in and charging. The LED should change to a Blue colour.

#### SUSPD EV

Suspended EV will show during a charging session when the EV has asked for charging to be suspended.

- Normally occurs when the charge limit set in the EV has been reached.

### Serio Chargers

#### Disabled

The "Disabled" screen means that your EV charger is currently unavailable/disabled and needs to be enabled to provide charge.

- This is a security feature to ensure that your registered account is the only one that can control your EV charger.

#### Ready

The "Ready" screen on your EV charger means that it has been Enabled and is ready to provide charge. All you need to do is plug into your EV and charging will begin.

#### Connected

The "Connected" screen on your EV charger means your it has been Enabled and the EV is plugged-in.



### Maquina Chargers

#### Charge LED

**Yellow/amber:** Means the EV charger is Unavailable/disabled and needs to be enabled through the App.

**Not illuminated:** Means the EV charger has the "Charger always enabled" setting turned ON.

**Solid blue:** An EV is connected

**Flashing green:** An EV is charging.

**Solid green:** A charge session has ended.

