

# Welcome to Rightcharge!

Welcome to our driver set up guide. We're here to make charging your company vehicle at home and on the public network as easy as possible.

## Why use Rightcharge?



### Public charging

- Get one card to access over 70% of the UK's public network
- Use the Rightcharge app to easily find and navigate to chargers



### Home Charging

- Your home charging costs will appear as a credit on your energy account around the middle of each month

## Set up basics

1

### Create your account

- Once your admin invites you - you will receive an email invite from Rightcharge
- Click the link in the invite email
- Enter your name and create a password

2

## Public Charging

What you'll need:

- Home Address

Follow these simple steps to order and activate your card

1. Go to the 'My Charging Page'
2. Select 'Order public charging card' and enter your home address
3. Once the Rightcharge card arrives, sign in to Rightcharge, locate the 'My Charging Page', click on 'Activate your charge card' and enter the code found on the back of your Rightcharge card.



3

## Home Charging

What you may need:

- Home energy account number, email, password (We don't receive any of your personal data) and tariff details.
- Access to your home charger app, serial number (and pin, if you have one).

Connecting your home energy account:

- Go to the 'My Charging' Page
- Select "Link energy supplier" and input your energy supplier name, account number, username and password.

Connecting your home charger:

- Go to the 'My Charging' Page
- Click "Link home charger", select your home charger and follow the steps to link your charger.

\*If you need any support with this contact us with the details below.



4

## Getting reimbursed for your charging

- Home Charging: Each month, you'll see a credit on your home energy account
- Public Charging: Simply tap your Rightcharge card at a public charger and your company will cover costs