Charge Roster

Get started with workplace charging

Join your workplace. Book your time. Share the charger.

Before you start: Ask your workplace administrator for an invitation link or code.

01 Join your workplace

IN THE APP

- Install Charge Roster and sign in.
- Choose **Join my workplace** and enter your invitation code.
- Tap **Continue**, review the invitation, then tap **Accept invitation**.

IN YOUR BROWSER

- Open the invitation link your administrator shared.
- Sign in, then accept the invitation.
- Choose your workplace and charging site if you have more than one.

Already using the app? Open **Profile**, scroll to **Invitations** and tap **Enter invitation code**.

02 Book your first charging time

- Choose your **charging site**.
- Open **Find a Time** in the browser or **Book charging** in the app.
- Choose the date, start time and duration. Select an available option.
- **Confirm your booking.** Find it again in **Bookings**.

03 Keep charging fair

Arrive on time
Use the charging time you reserved.

Cancel unused time
Cancel a booking you no longer need.

Free up the charger
Make it available by your booking's end time.

Booking is not starting a charge. Follow your workplace's usual instructions to start and stop charging.

App downloads & full guide
chargeroster.com/en/join-workplace

Need help?
support@chargeroster.com