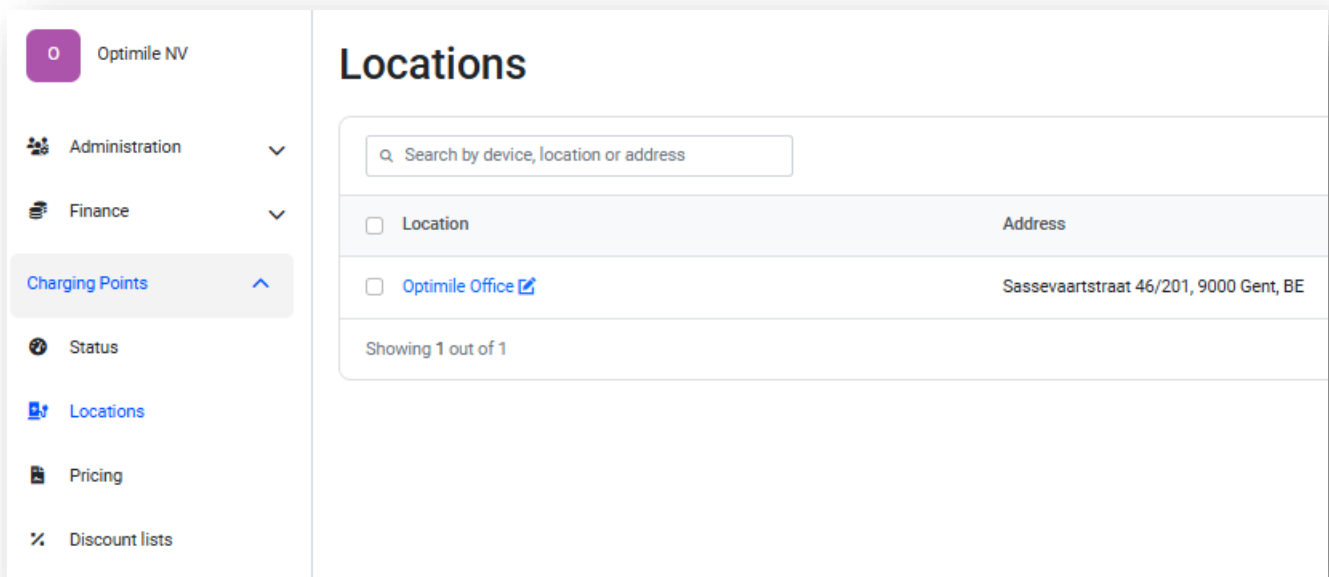


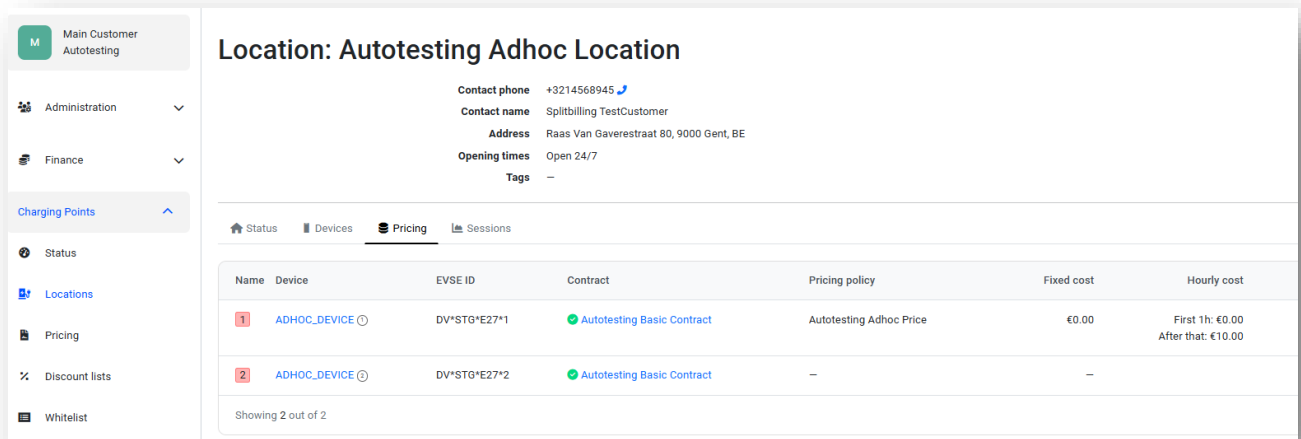
How do I **check** if a charging rate is set for my public charging station and **how do I set a rate if it's missing?**

1. Log in with your administrator account on the Mobiflow platform (<https://my.mobiflow.be>) and click on **Locations** under the **Charging Points** tab.



The screenshot shows the Mobiflow web interface. On the left is a navigation sidebar with the following items: Administration, Finance, Charging Points (highlighted), Status, Locations, Pricing, and Discount lists. The main content area is titled "Locations" and features a search bar with the placeholder text "Search by device, location or address". Below the search bar is a table with two columns: "Location" and "Address". One location is listed: "Optimile Office" with the address "Sassevaartstraat 46/201, 9000 Gent, BE". At the bottom of the table, it says "Showing 1 out of 1".

2. Click on the name of the location and select the **Pricing** tab.



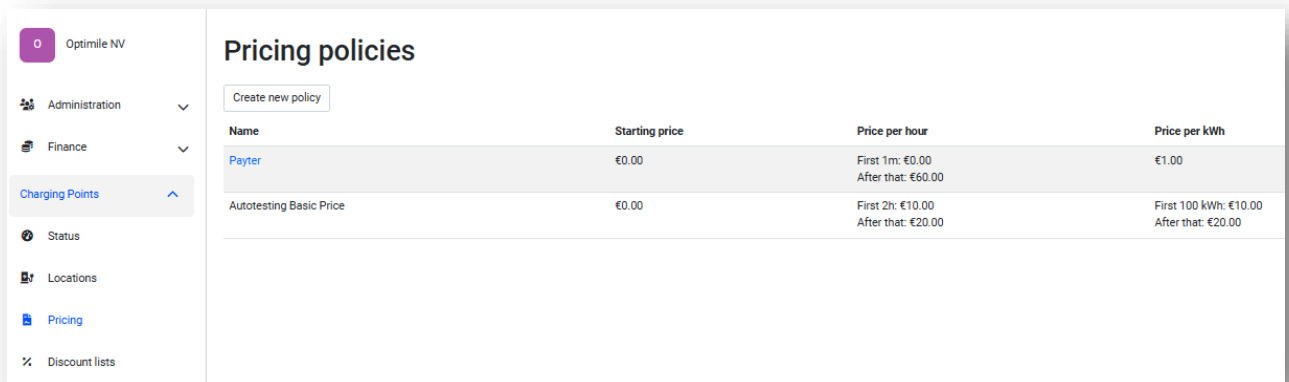
The screenshot shows the "Location: Autotesting Adhoc Location" page. The left sidebar is the same as in the previous screenshot, but "Pricing" is now selected. The main content area displays details for the location: Contact phone (+3214568945), Contact name (Splitbilling TestCustomer), Address (Raas Van Gaverestraat 80, 9000 Gent, BE), Opening times (Open 24/7), and Tags (-). Below this is a tabbed interface with "Status", "Devices", "Pricing" (selected), and "Sessions". The "Pricing" tab shows a table with the following data:

Name	Device	EVSE ID	Contract	Pricing policy	Fixed cost	Hourly cost
1	ADHOC_DEVICE	DV*STG*E27*1	Autotesting Basic Contract	Autotesting Adhoc Price	€0.00	First 1h: €0.00 After that: €10.00
2	ADHOC_DEVICE	DV*STG*E27*2	Autotesting Basic Contract	-	-	-

Showing 2 out of 2

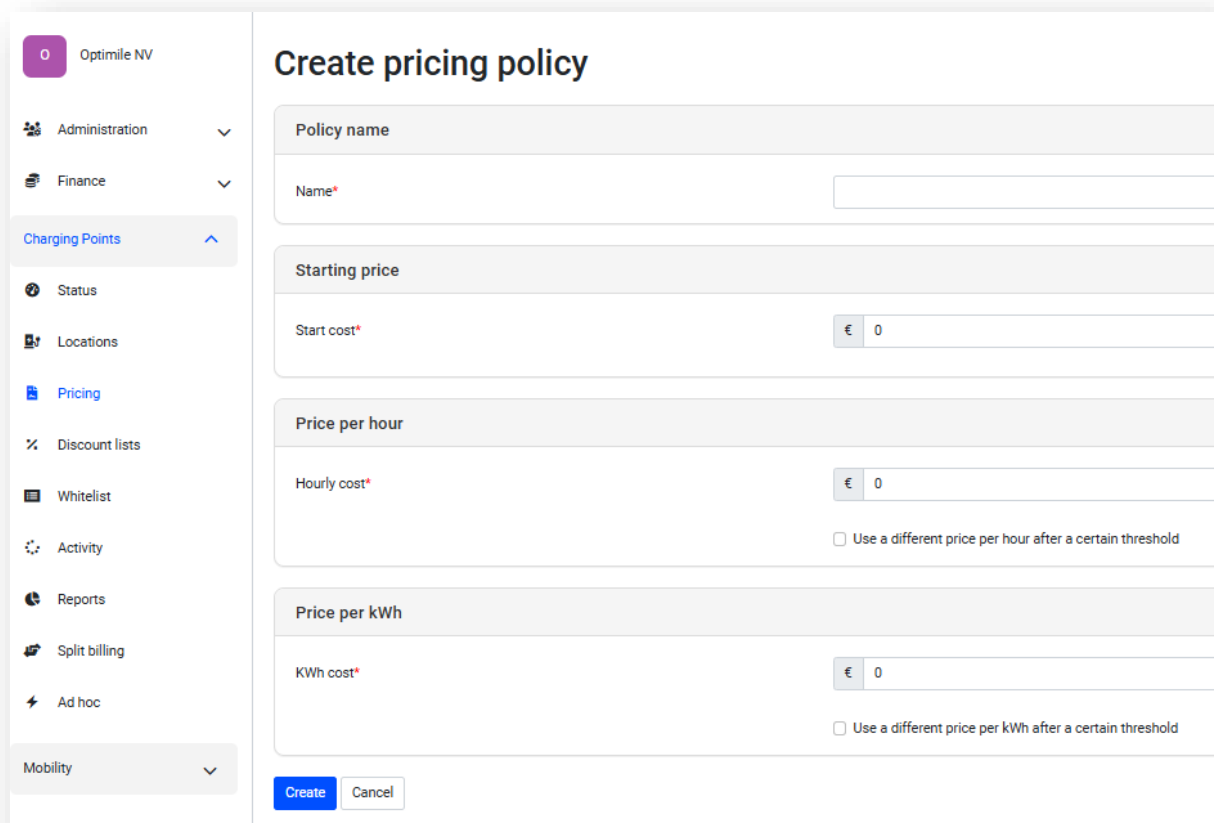


- If no charging rate is set, you need to configure one by either creating a new tariff policy, applying an existing tariff policy, or selecting the default CREG tariff policy. Navigate to the **Charging Points** tab and click on **Pricing**.



Name	Starting price	Price per hour	Price per kWh
Payter	€0.00	First 1m: €0.00 After that: €60.00	€1.00
Autotesting Basic Price	€0.00	First 2h: €10.00 After that: €20.00	First 100 kWh: €10.00 After that: €20.00

- To create a new *tariff policy*, click on **Create new policy** at the top and fill in the required pricing components. (Note: for decimals, use full stops and not commas, e.g. 0.50 instead of 0,50). Then, click **Create**.



Create pricing policy

Policy name

Name*

Starting price

Start cost* € 0

Price per hour

Hourly cost* € 0

Use a different price per hour after a certain threshold

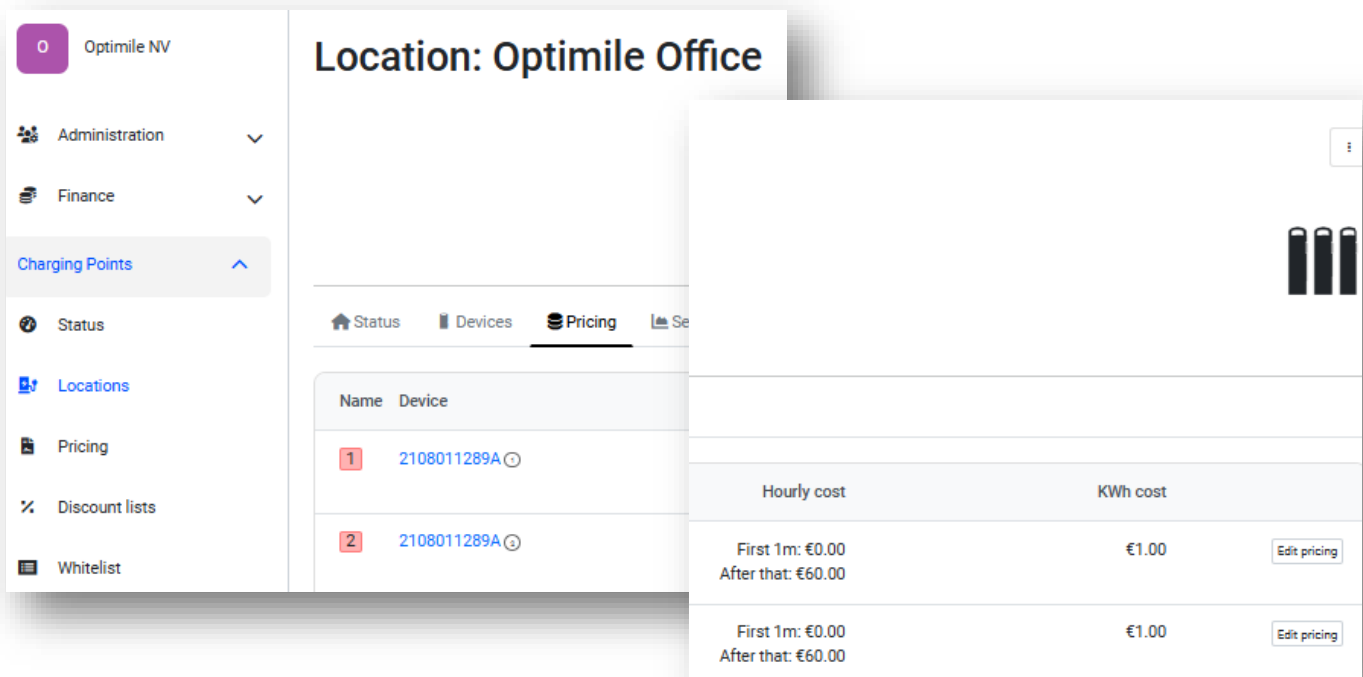
Price per kWh

KWh cost* € 0

Use a different price per kWh after a certain threshold

Create **Cancel**

- Once the tariff policy is created, you need to link it to the relevant charging point. Go back to the **Pricing** tab (**Charging Points > Locations**) and click on **Edit pricing** for the corresponding charging point.



Location: Optimile Office

Administration Finance Charging Points Status Locations Pricing Discount lists Whitelist

Status Devices Pricing Settings

Name	Device
1	2108011289A
2	2108011289A

Hourly cost	KWh cost	
First 1m: €0.00 After that: €60.00	€1.00	Edit pricing
First 1m: €0.00 After that: €60.00	€1.00	Edit pricing

- Select the desired tariff policy.

Location: Optimile Office

Contact phone —
 Contact name —
 Address Sassevaartstraat 46/201, 9000 Gent, BE
 Opening times Open 24/7
 Tags —
 Charging location [Optimile Office](#)
 Charging point 1
 Device [2108011289A](#)

Pricing policy Discounts

Pricing policies

Name	Start cost	Hourly cost
<input type="radio"/> Autotesting Basic Price	€0.00	First 2h: €10.00 After that: €20.00

[Set pricing policy](#)

7. If you want to adjust the tariffs of your charging points, you don't need to do this per charging point individually. Simply update the tariff policy, and all devices linked to this policy will be automatically adjusted.

