

CT2100 ChargePoint® Charging Station Removing and Installing Cable and Head Assemblies

Follow the instructions in this document to remove or install a CT2100's cable assembly or head assembly. This document summarizes the steps needed to:

- Remove head assembly (page 1)
- Remove cable assembly (page 2)
- Install cable assembly (page 2)
- Install head assembly (page 2)
- Verify that the station operates correctly (page 3)
- Secure the station (page 3)
- Arrange for station provisioning (page 3)

For detailed instructions, refer to the CT2100 Installation Guide. This guide is included in the shipping box containing the station's main body assembly. It is also available at www.coulombtech.com/library.php.

You will need

- T15 Torx Driver
- Allen key



IMPORTANT - BEFORE YOU BEGIN

Remove the charging cable from its holster and open the locking door by scanning a valid and authorized ChargePass card. If the holster and/or the door do not unlock after scanning a valid card, contact Coulomb Customer Support at 1-877-850-4562.

AFTER removing the charging cables, TURN OFF power at the breaker panel.

Remove head assembly

1. Using the Torx driver, remove the four rubber plugs covering the security screws.
2. Using a T15 Torx driver, remove the four security screws.
3. Disconnect the wiring by sliding the head assembly upwards far enough to access the connectors, then disconnect the rectangular connector, the circular connectors (by rotating the outer ring counter-clockwise), and the ground wire.
4. Slide the head assembly upwards to remove.



Remove cable assembly

1. Disconnect the cable assembly's rectangular connector and ground wire.
2. Slide the cable assembly upwards to remove.



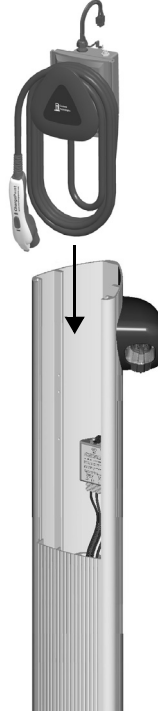
Install cable assembly

1. Slide the cable assembly into the body all the way until it is flush with the top of the front panel.

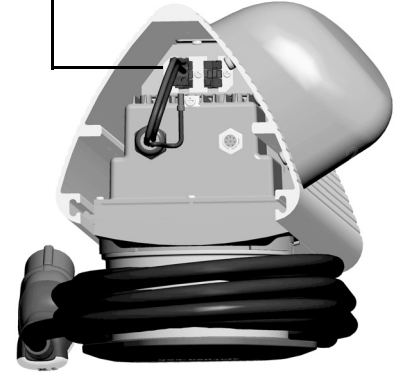
⚠ IMPORTANT! Ensure there is NO gap between the cable assembly and the top of the front panel. The cable assembly fits tightly and may require extra downward force to ensure it is fully seated.

2. Plug the cable assembly's rectangular connector into the terminal block, ensuring it is fully seated.
3. Connect the ground wire to the ground tab on the cable assembly.

⚠ IMPORTANT! DO NOT insert the charging connector into the holster until after you power up the charging station. If you insert the connector before the station has powered up, the holster will not unlock!

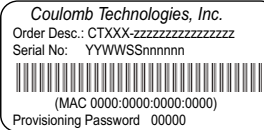


Plug the cable assembly's connector into the body assembly's terminal block.



Install head assembly

1. When unpacking the head assembly from its shipping box, retain the spare provisioning label. This label contains important information that is needed to provision the station (see page 3 for details).



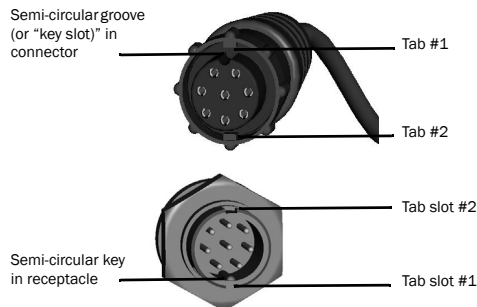
2. Slide the head assembly into the body far enough to connect the wiring, then:
 - Connect the rectangular connector to the terminal block, ensuring it is fully seated.
 - Connect the ground wire on the circular connector to the vacant ground tab on the cable assembly.
 - Connect the circular connector to the cable assembly as follows:

Using the white arrow as a guide, align the circular connector so that:

- the key slot in the connector matches up with the key in the receptacle AND
- the tabs on the connector match up with the tab slots on the receptacle

Insert the connector until fully seated (do not use excessive force).

Rotate connector's outer ring in a clockwise direction until snug.



- Open door and check alignment of screw holes.
- If necessary, press down on the head assembly to seat the gaskets.

⚠ IMPORTANT! Ensure that the head assembly is fully seated and that no gap exists between the bottom of the head assembly and the top of the cable assembly. The head assembly fits tightly and may require extra downward force to ensure it is fully seated.




Verify that the station operates correctly

Before securing the head assembly, follow these instructions to ensure that the charging station is fully operational:


- Turn on the main power to **ensure the head assembly powers up**. When the circuit is live and the head assembly's wiring is connected, a sequence of power-up messages will be displayed. If this is not the case, ensure the head assembly's rectangular connector is fully seated. If the connector is fully seated and the station still does not power up, contact Coulomb Customer Support at 1-877-850-4562.
- Ensure that **none of the LEDs above the station's display are illuminated or blinking RED**. This indicates that the station has detected an error and you'll need to read the station's display to troubleshoot the error, then refer to detailed troubleshooting instructions provided in the station's installation guide.
- Insert the charging station's connector into the locking holster. Scan a valid and authorized ChargePass card to **confirm that both the door and the holster unlocks**. If either holster does not unlock, contact Coulomb Customer Support at 1-877-850-4562.
- Observe the display as it sequentially displays the current state of each charging port. **Both ports should be "AVAILABLE"**. If this is not the case, an error message will be displayed instead. Refer to detailed troubleshooting instructions provided in the station's installation guide.

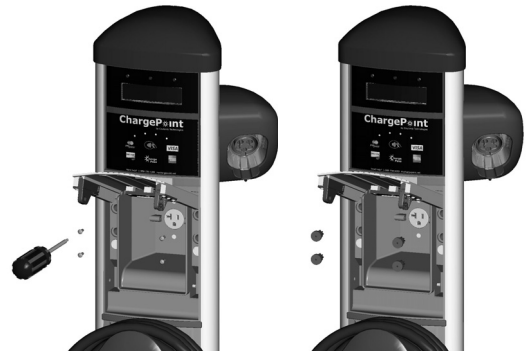
Secure the station

1. If necessary, unlock the door by scanning a valid and authorized ChargePass card.
2. Using a T15 Torx driver, secure the head assembly by inserting and tightening the four supplied tamper-resistant security screws.

 **IMPORTANT!** Do NOT over-tighten the security screws (snug fit only).

3. Insert the four supplied rubber plugs and push firmly into place using the Allen wrench until they are flush with the surrounding surface.

 **IMPORTANT!** It is critical that all four plugs are flush with the surface. If they protrude even slightly, the door will not close properly.



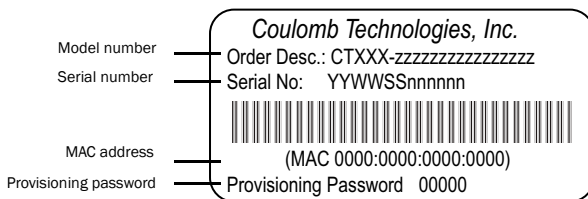
Arrange for station provisioning

Whenever a new head assembly is installed on a station (even when you're replacing an existing head assembly), the station will need to be provisioned. Provisioning is the act of connecting the charging station to the ChargePoint network and establishing its identity. In other words, you provision a station to "go live" on the network. When replacing an existing head assembly, the provisioning process is called a "head swap" procedure because the location information is already known by the ChargePoint network.

To provision a station, you'll need to provide your Coulomb distributor (or the person responsible for provisioning charging stations) with:

• Head assembly information

Important information identifying the head assembly is duplicated on two labels. One label is affixed to the head assembly (once installed, you can no longer see this label). A spare label is included in the shipping box with the head assembly.



• Detailed location information - not required if replacing a head assembly on a station that has already been provisioned

Provide the station's mailing address, location description (if helpful), and exact GPS coordinates (if possible). Be as accurate and as detailed as possible. A station's address and physical location may vary slightly so it is important to provide any other information that will make it easy for drivers to find the station on a Google™ map (such as "third floor of parking garage"). This is especially important when you install multiple stations at the same mailing address. A best practice is to determine the exact GPS coordinates of the parking space in which the station is located.



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