

Guidelines for Use of Sandcastle1 Community Charging Station

1. You must be a resident of Sandcastle I to use the charging station. This includes owners, renters, and guests. Sandcastle II owners will also have temporary access to the charger, subject to the following guidelines.
2. Vehicle must be registered with the office (see [Request for Use of the Association Charging Station Sandcastle 1 Condominium Association form](#)).
3. Proof of liability insurance on the vehicle must be provided to use the charging station.
4. A \$25 one-time initial setup fee will be collected in advance. A separate \$250 check or cash deposit will be collected to cover administration fees, usage costs, surcharges, and any damage that may occur.
 - Owners at Sandcastle I have 2 billing options. They can be billed yearly for a monthly fee of \$10 plus actual usage, based on the current cost per kWh (\$0.013 as of January 2026), or they can pay a flat rate fee as described below for all others.
 - Sandcastle I owners (if yearly option is not selected), renters, guests, and Sandcastle II owners will be billed based on the length of their stay (6 months or less). If bills are settled prior to departure, the cost will be calculated as a flat fee of \$15 per charge. Larger vehicles will be subject to a higher rate. Other additional fees may be incurred, such as RFID card loss or damage (would be refunded upon return of the RFID card) and a new check will be taken for the charges. For any bills not settled prior to departure, the initial deposit check will be cashed, and a \$25 fee will be added to cover processing and mailing the final payments.

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5. Your car must be charging while parked in the EV charging parking space and must be moved within 30 minutes of completing a charge session.
 - The office can and will monitor this. First offense: a verbal warning. Second offense: a \$20-per-hour idle fee will be assessed. The idle fee will be billed to cars that are not actively charging and are left in the EV charger parking space. Third offense: the \$20-per-hour idle fee and access to the charger will be denied.
6. Electric and plug-in hybrid vehicles can be charged only at the designated charging station; use of the garage outlets for EV charging is strictly prohibited.
7. Once all required information has been provided to the Association, the user will be issued an RFID card. If the RFID card is not returned before departure, a \$50 fee will be charged (no exceptions). If departure is after hours, the RFID card can be dropped in the mail slot at the office door.
8. This is a community charger, so please be mindful that others will be using it. This includes promptly removing your auto after charging is complete and returning the cable/plug to its storage location.

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Request for use of the Association Charging Station
Sandcastle 1 Condominium Association

Name:_____

Address:_____

Unit No. _____ Cell # _____ Email: _____

Type of Vehicle:_____ Make:_____

Model:_____ Year:_____

Insurance Company:_____

Proof of insurance (Please attach)

I have read and understand the Sandcastle 1 Condominium Association policies and procedures for use of the community charging station.

Applicant

Date