

# TIPS

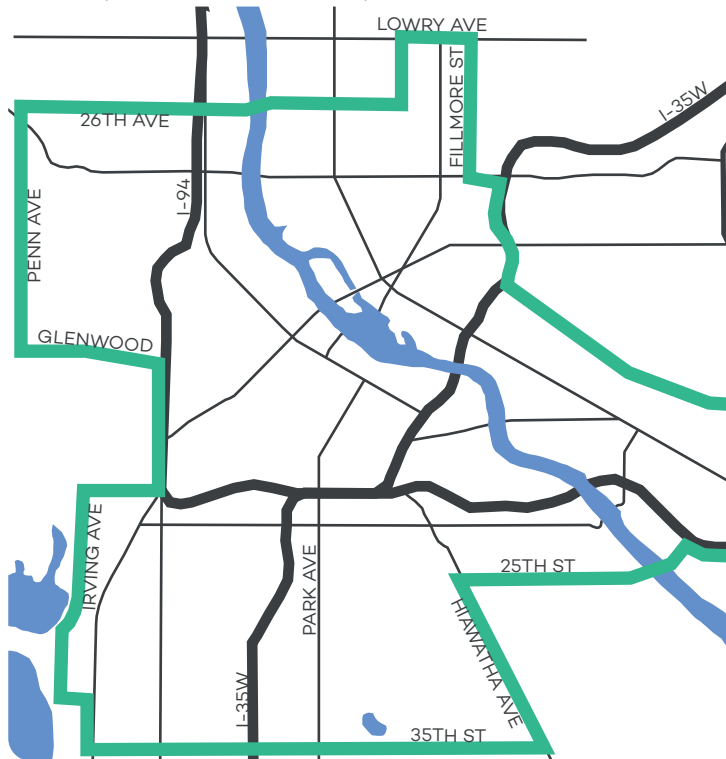
## for trips



24/7 Support: 612-343-2277  
Email: [Evie@HOURCAR.org](mailto:Evie@HOURCAR.org)  
[EvieCarshare.com/HOW/](https://EvieCarshare.com/HOW/)  
[EVSpotNetwork.org](https://EVSpotNetwork.org)

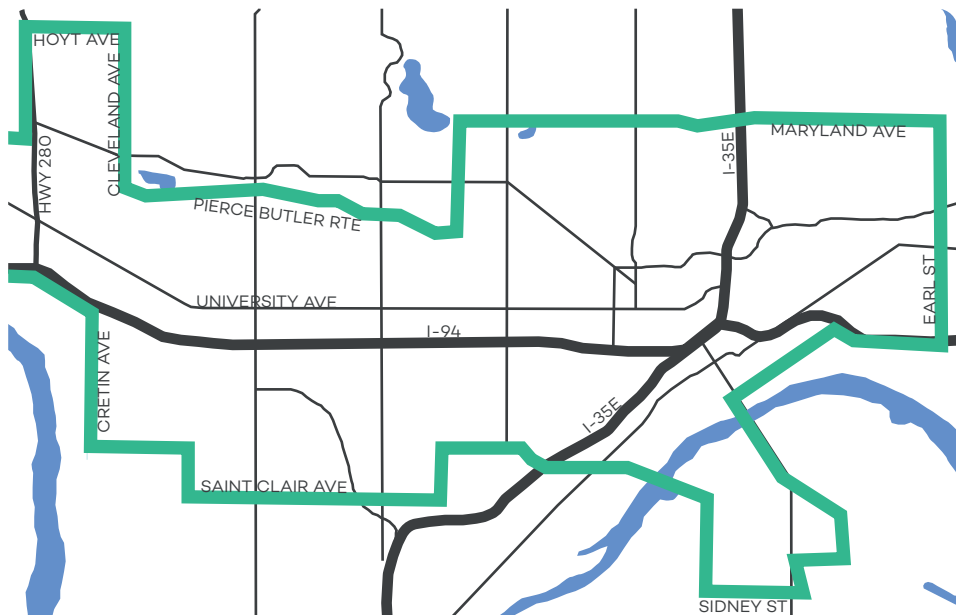
# HOME AREA: MPLS

You can leave the Home Area, but you can not end your trip outside of the Home Area, in Restricted Zones, or other areas that are not allowed.



# HOME AREA: STP

You can leave the Home Area, but you can not end your trip outside of the Home Area, in Restricted Zones, or other areas that are not allowed.



# Starting Your Trip

Follow the below guide to help you begin your trip with Evie. Remember all Evies are electric, so there isn't engine noise. If the car is charging, you will need to complete step #1 before removing the charge cord.

## 2021 Chevrolet Bolt

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1. If the car is charging, remove the charging cord **after** you've unlocked the car. *The car will not move if the charging chord is plugged in.* Put your foot on the brake and press the POWER button. The dashboard should light up. There are **no keys** in an Evie.



2. Hold the button on the left side of the shifter and move into the correct gear. You'll see the gear change on the bottom right corner of the dashboard. You're now ready to begin your journey.



3. To park the car, push the "P" button **on the top** of the shifter (pictured above). Use the emergency brake (to the left of the shifter, pictured) if you're on a steep hill. If running an errand, lock the car by pausing your trip through the app or GoTo Card.

# What's the Gear?

Gears can be different in an electric vehicle. Use this guide to help you better understand your EV. To know what gear you're in, look at the bottom right corner of the dashboard. R=Reverse, D=Drive, N=Neutral, P=Park.

## 2021 Chevrolet Bolt

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This is your everyday forward driving gear. Push in the button on the left side of the shifter while pressing the brake pedal and shift down to engage.



To engage, follow the steps above, but shift down twice. In this gear, when you release the acceleration pedal, the car will engage in regenerative braking, putting energy back into the battery. If you aren't slowing quick enough, use the brake pedal to stop.



**The button in the center console to the left of the shifter is the emergency brake.** Push down to engage, flick up to disengage. If the car senses movement in "Park", it may automatically engage the e-brake. If this happens, it'll automatically remove it when you put the car in "D" or "L". Don't drive if this is showing on the top-right corner of the dashboard.

# Stopovers

A Stopover is when you exit the vehicle but want to keep the car. You must use Stopover mode when you're not driving to lock the vehicle.

## App:



1. Press the power button and get everyone out of the car. Listen for a triple honk.



2. Press "Pause Trip" in the App. This will lock the doors with yellow reader light.



3. Resume your trip by pressing the "Resume" button in the App. This will unlock the doors.

## GoTo Card:



1. Press the power button and get everyone out of the car. Listen for a triple honk.



2. Quickly tap your GoTo card on the reader. This will lock doors and reader blinks yellow.



3. Resume your trip by tapping the GoTo card on the reader for 1 second, until yellow light blinks.

# Charge This Evie

We encourage you to charge your Evie, especially if it has <25% charge left, at a green EV Spot charging station. Here's how:

## 2021 Chevrolet Bolt

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1. Pull up to your nearest available green EV Spot charger and park



4. Tap the green Evie Charging Card on the station's card reader



2. Locate the green Evie Charging Card in the glove box



5. Plug in the charging cable. A light above the dashboard will blink green when successful



3. Push-in on the charge door, located outside the driver's side mirror to expose the charge port



6. Return the green Evie Charging Card to the glovebox location and end your trip

# Minneapolis Parking

You can end your trip at legal on-street parking spaces with time limits of 2 hours or greater. Do not end if there is a no parking restriction (ex: No Parking 4-6pm M-F).

## YES



Parking meters with max time limits 2 hours or greater (no red bands)



Critical Parking or Residential Permit Required areas



On-street stalls with a time limit of 2 hours or longer

## NOPE



If the meter has a red band, is yellow, or has a no parking restriction in the next 24 hours



Private parking, retail parking lots, ramps, and non-city meters including U of M and Parks & Rec lands



Any space or meter with a time limit less than 2 hours



# St Paul Parking

You can end your trip at legal on-street parking spaces with a time limit of 2 hours or greater. Do not end if a no parking restriction begins in the next 12 hours.

## YES

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Parking meters with 2 hr limit or greater.  
\*If red band restriction is 12 hrs or less from now, find another spot



Permit Required areas (look for signs "EXCEPT BY PERMIT")



On-street stalls with a time limit of 2 hours or longer

## NOPE

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If "No Parking" rules begin in the next 12 hours



Private parking, retail parking lots, alleys, garages, & St Paul Parks and Rec spaces



Any space or meter with a time limit less than 2 hours

# Ending Your Trip

End your trip successfully. Different models in the Evie fleet have different signals to help you identify a properly ended trip.

## 2021 Chevrolet Bolt

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1. Turn the car off by putting it in PARK and pushing the POWER button. Verify you're in the Home Area by looking for a green or red LED light below the radio. A green LED means you're in the Home Area.



2. Listen for 3 honks when all doors are closed. This means the car is off and ready to end your trip. \*The 3 honks do not indicate that you are in an approved spot or in the Home Area, just that the car (not the technology) is ready to begin end-rental procedures.









3. Push "End Trip" in the app or hold your GoTo card over the reader for 5-7 seconds. The trip is ended successfully when the doors lock and the light on the GoTo reader turns green.  
\*If there are errors the trip will not end and you will continue to be charged, so make sure your trip has ended successfully.

# Light Guide

## GoTo Card Reader

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Location: Drivers side, front window of the car





-  Solid Green = Vehicle available
-  Green + Yellow = Account verification/ending trip
-  Solid Yellow = Vehicle reserved/in-use
-  Red = Trip not ended, Error, contact Member Services
-  Green + Yellow + Red = Error, try again
-  No lights = Car is asleep. Hold GoTo Card on reader or call Member Services to wakeup

## EV Spot Terminal

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Location: Top of Level 2 chargers



-  Green = station available for charging
-  Blue = Waiting to charge vehicle
-  Orange = Vehicle is charging
-  Red = Charger in fault, no charging available

# Minneapolis Snow Emergency

## Day #1

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### Yes:

Park on BOTH sides of non-Snow Emergency Route streets. These are streets with sign colors that are green or brown.

### No:

Do not park on Snow Emergency Routes. These are marked with red "Snow Emergency Route" signs. Street sign colors are blue.

### Snow Emergency Route Signage:



## Day #2

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### Yes after 8am:

Park on ODD sides of green or brown streets AND return to parking on both sides of Snow Emergency Routes starting at 8am.

### No after 8am:

Do not park on even sides of non-Snow Emergency Routes OR either side of Parkways (ex: Minnehaha Parkway)

### Non-Snow Emergency Signage:



## Day #3

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### Yes after 8am:

Park on EVEN sides of green or brown streets AND continue parking on both sides of Snow Emergency Routes. You may return to parking on both sides of Parkways starting at 8am.

### No after 8am:

Do not park on odd sides of non-Snow Emergency Routes.

### Snow Emergency Info:

Call 612-348-SNOW  
MinneapolisMN.gov/snow

# St Paul Snow Emergency

## Night Plow Routes\*

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Plowing begins at 9pm on NIGHT PLOW ROUTES when a Snow Emergency is declared. Routes are signed “Night Plow Route” or “Night Plow Route This Side of Street.” All downtown streets are Night Plow Routes, though signs may not be posted. Parking is banned on each Night Plow Route until the street is fully plowed. Vehicles on Night Plow Routes at 9pm will be ticketed and towed. Any trip ended after a Snow Emergency is declared on an affected route is liable for any tickets/tow charges.



## Day Plow Routes\*

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Plowing begins after night plow routes are completed, typically at 8am. There are NO SIGNS on Day Plow Routes. Parking is banned until the street is fully plowed. Vehicles remaining on the Day Plow Route at 8am will be ticketed and towed.

### \*Ticketing & Towing for 96 Hours:

Once both are completed, follow-up plowing/sanding/salting and miscellaneous cleaning will continue for as long as required, up to 96 hours.

### Snow Emergency Information:

651-266-PLOW

[stpaul.gov/SnowEmergencyParkingMap](http://stpaul.gov/SnowEmergencyParkingMap)

# Relocation Credits

Evies have all-season tires. We keep an ice-scraper in each car to help with winter maintenance. If one is missing, let us know so we can replace it. **NEVER drive a vehicle that is not suitable for the road conditions.**

## Get Drive Credit

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\$10

### Restricted space?\*

Move it to an approved space and we'll credit you.

- 1) Move the car to an approved space.
- 2) Email us with subject "Restricted Space" and the trip info and we'll give you \$10 Drive Credit.



\$10

### Snow Emergency?\*

See a car where it shouldn't be? For each car moved email us with subject "Snow Relo" and the license plate / time / trip information and we'll give you \$10 Drive Credit.

\*For all relocations, please send a picture of the violation and include license plate and info to [Evie@HOURCAR.org](mailto:Evie@HOURCAR.org). Relocations trip costs are not refunded but will receive drive credit valid for 60 days. Above credits are manually issued within 96 hours, please be patient with our Member Services team.

# OPE.

## Need help?



**evie**

24/7 Support: 612-343-2277

Email: [Evie@hourcar.org](mailto:Evie@hourcar.org)

[EvieCarshare.com/HOW/](https://EvieCarshare.com/HOW/)

[EVSpotNetwork.org](https://EVSpotNetwork.org)