

# TIPS

## for trips



**evie**

24/7 Multilingual Support: 612-343-2277

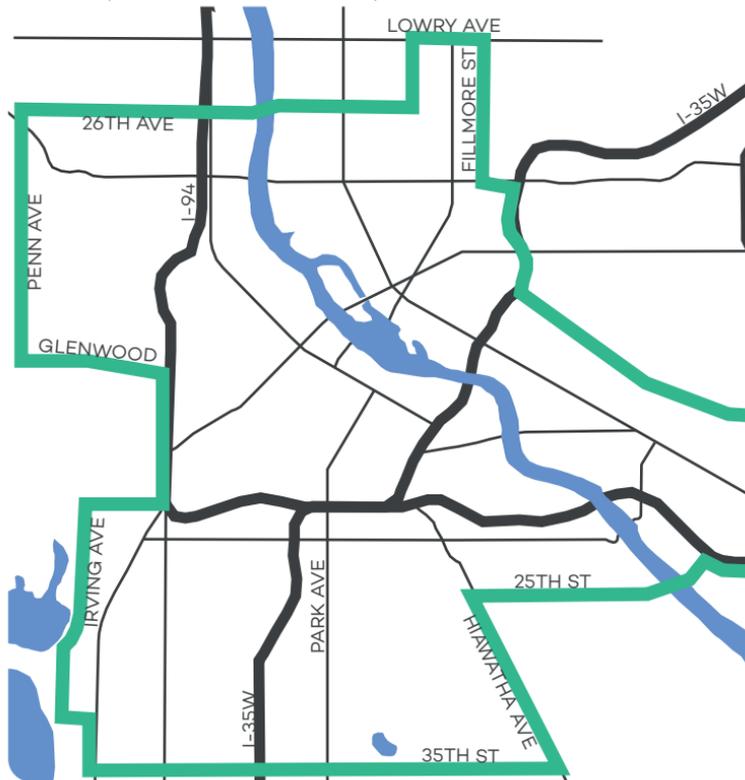
Email: [Evie@HOURCAR.org](mailto:Evie@HOURCAR.org)

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

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

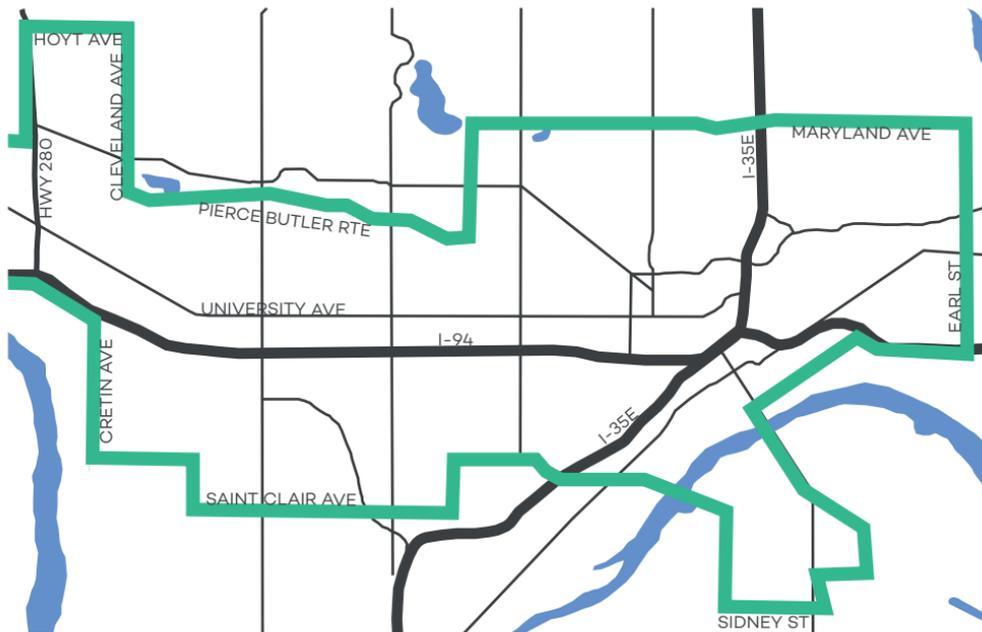
# HOME AREA: MPLS

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

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# Starting Your Trip

Follow the below guide to help begin your trip. Since Evies are all-electric, there isn't engine noise. If the car is charging, you will need to begin your trip to unlock the doors, remove the charge cord, and ensure the charging door is secured.

## 2022 Nissan Leaf

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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 cord is plugged in to the car. Put your foot on the brake and press the power button. The dashboard will light up. There are no keys in an Evie.



2. Move the shifter to the appropriate gear (see next card). You'll see the gear change on 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 (next to the driver-side door, pictured) if you're on a steep hill (remember to turn the wheel appropriately).

# What's the Gear?

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

## 2022 Nissan Leaf

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B

This gear goes forward and increases regenerative braking on your trip. Regenerative braking converts energy from the cars motion back into the battery. To engage, press the brake pedal and shift into the B gear.



e-Pedal

Once in the B gear, flick on the e-Pedal function to engage the car in regenerative braking. If you're running close on range, regenerative braking can reduce range loss or slightly increase overall range. You can check on the dashboard to confirm the e-Pedal is on.



ECO

Driving in eco mode increases your range by decreasing acceleration power and increasing regenerative braking when your foot is off the accelerator.

# 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:

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## GoTo Card:

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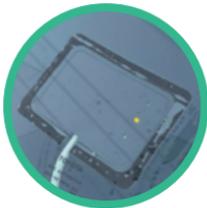
1. Press the power button and get everyone out of the car



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2. Press "Pause Trip" in the app. This will lock the doors with solid yellow reader lights



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



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



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 Charger. Here's how:

## 2022 Nissan Leaf

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1. Pull up to your nearest available green EV Spot charger and park  
\*Unless on one-way, the two right tires must be within 1 foot of the curb



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



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



5. Plug in the charging cable.  
1-3 lights on the dash will glow blue based on charging progress



3. Push the button to the left of the steering wheel to open the charge door, located at the front of the car



6. Return the green Evie Charging Cord 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



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



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



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

## NOPE



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.

## 2022 Nissan Leaf

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1. Turn the car off by putting it in Park and pushing the Power button.



2. Push the "End Trip" button in the app or hold your GoTo Card over the GoTo Card Reader for 5-7 seconds.

\*If there are errors, the trip will not end and you will continue to be billed, so make sure your trip has ended successfully.



3. Listen for a honk once you've requested your trip to end. Verify the doors are locked and the GoTo Reader has turned green.

# 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**

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