[Owners’ Corporation or Management Name]

[Street Address]

[City, Post Code]

[Date]

Dear [Owners’ Corporation or Site Management Representative]

I am currently in the process of purchasing my first electric vehicle. Which will be a [Vehicle Details]. I have been told that the expected delivery of the vehicle would be approximately [Vehicle Delivery Date].

For convenience, I would like very much like to install a EV charging station for my own personal use at my parking bay within our complex. Since the parking area is a communal space, I’m writing to request permission to commission this installation, and to suggest that the Body Corporate consider a site-wide infrastructure plan for electric vehicle support going forward.

Electric vehicles and charging are relatively new and complex, I have therefore been in contact with the team at Charge Hub, who are specialist electric vehicle charging station solution providers. Charge Hub understand and have access to industry experts covering all aspects from fire safety, building code, electrical utility engagement, energy retailer engagement, metering, load management and billing. They will be able to recommend a system to our complex that will fit out needs, both now and into the future. More information can be found on their website at [www.chargehub.solutions](http://www.chargehub.solutions)

With your permission, I would like to engage Charge Hub further, and arrange their Advisor to meet with us on site ASAP to discuss the various options and budgets that are open for us to consider.

It is likely that other residents are also considering purchasing an electric vehicle soon if they haven’t approached you already. On site charging facilities will be a valuable amenity to attract and retain eco-conscious residents.

Please let me know your approval as soon as possible, or if you need any more information is required.

Thank you for your time in considering this request. I look forward to hearing back from you on this matter within the coming weeks.

Sincerely,

[Resident Name]

[Unit Number]

[Email]

[Phone Contact]