

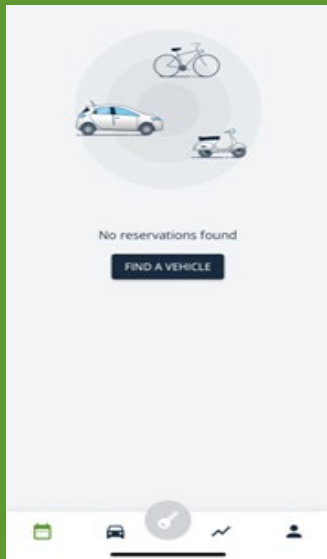


Green Car Share Project

Quick-start guide

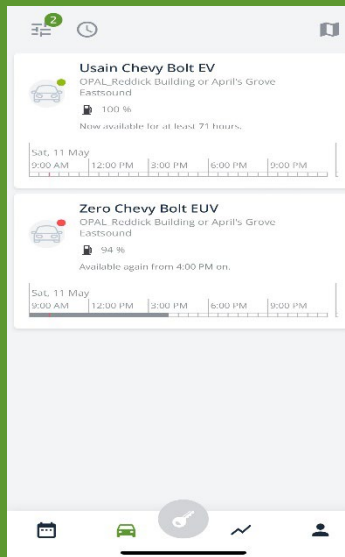
Follow these instructions to reserve
and access a car that you have
reserved

Step 1: Make a Reservation.



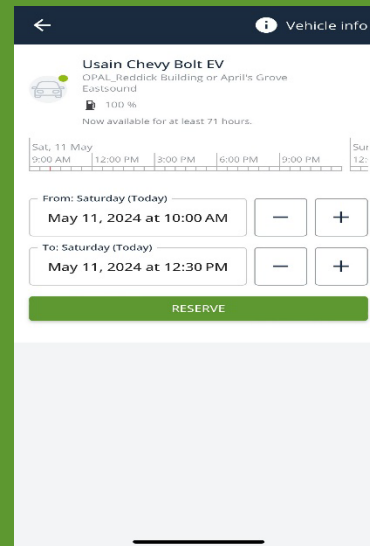
Open the app to the home page.
Click on Find a Vehicle

Step 2: Select a Car.



Click on the car you want to reserve.

Step 3: Set the duration of the reservation – max 5 hours.



Press on the Green "Reserve" button to schedule the reservation

You can now close the app. Your reservation is all set.

Step 4: Locate the car you have reserved.

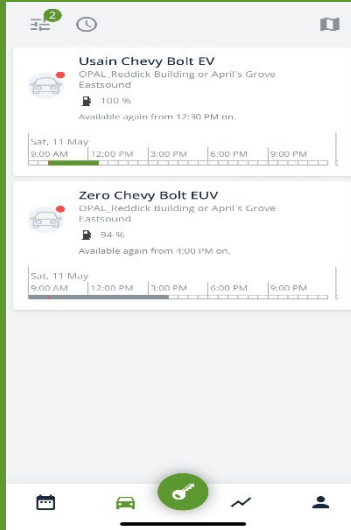


The vehicle will be parked at either Reddick Apartments or April's Grove. The app will indicate its location.

Open the app

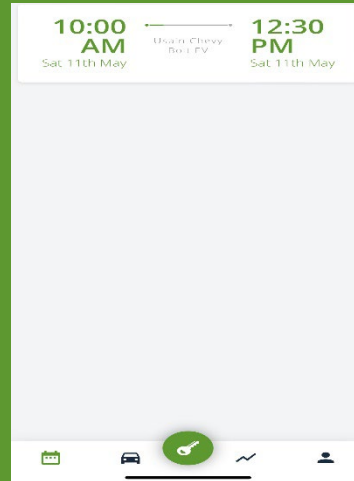


**Step 5: Next Screen will show
Green Key at the bottom.**



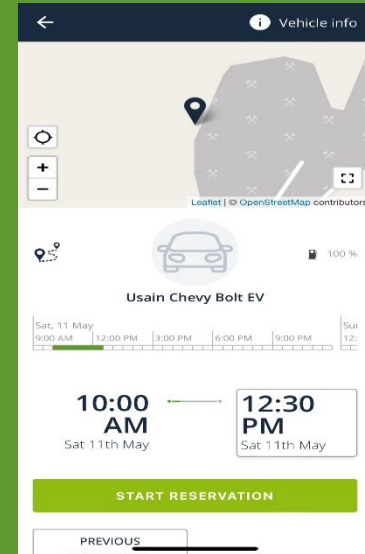
Press on the Green Key Icon

**Step 6: If instead you tap the car
you reserved, this screen will
appear.**



Press on the Green Key Icon

**Step 7: Use the app to unlock
the car.**



Press and hold "Start Reservation"

Step 8: Retrieve the car key.



Open the glove compartment and retrieve the key.

Step 9: Push Start.



Locate the Start Button to the right of the steering wheel

Step 10: Off you go! Start up the car and proceed to your destination.



While stopped at your destination, or along the way, take the car key with you to lock and unlock the car. Do not Stop your reservation!

Don't be late! There is a fee of \$1/minute plus.

Step 11: Return the car back to its home base before the end of your reservation and return the car key to the glove box.



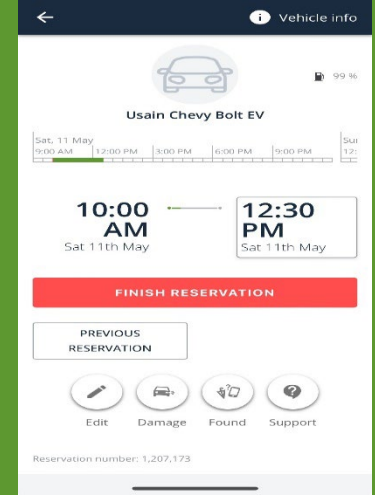
If you are running behind schedule, you can try to extend your reservation using the app.

Step 12: Push Stop.



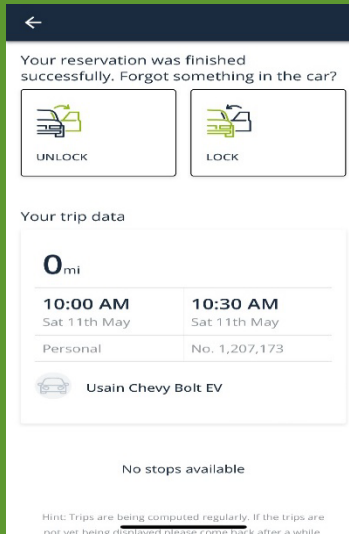
Press the Stop button before stopping your reservation and

Step 13: Lock the car and complete your reservation.



Select your reservation, and press & hold "Finish Reservation to lock the car and end the reservation.

Step 14: Success!



The screenshot shows a mobile app interface with a dark blue header containing a back arrow. Below the header, a message reads: "Your reservation was finished successfully. Forgot something in the car?". There are two buttons: "UNLOCK" with a car icon and a green checkmark, and "LOCK" with a car icon and a red X. Below these is a section titled "Your trip data" containing a table with trip details.

0 _{mi}	
10:00 AM Sat 11th May	10:30 AM Sat 11th May
Personal	No. 1,207,173
Usain Chevy Bolt EV	

Below the table, it says "No stops available". At the bottom, a small hint reads: "Hint: Trips are being computed regularly. If the trips are not yet below the lowest reserve screen, look after a while."

Hope everything went well and you are ready to make a new reservation.

There is a \$25 fee for failing to end your trip successfully. Please call before leaving the car if you are having trouble.

Run into problems? Give us a call at 360-469-5260. For questions about billing or membership, please reach us at greencareshare-support@gmail.org or 360-469-5260.

Read on for an explanation of our cancellation policy.



Guidelines for cancelling and shortening reservations.

Plans change, and sometimes that means shortening or cancelling your carshare reservation. We ask that these changes be made a certain amount of time in advance. Members are responsible for the cost of reserved time that was cancelled without adequate advance notice.

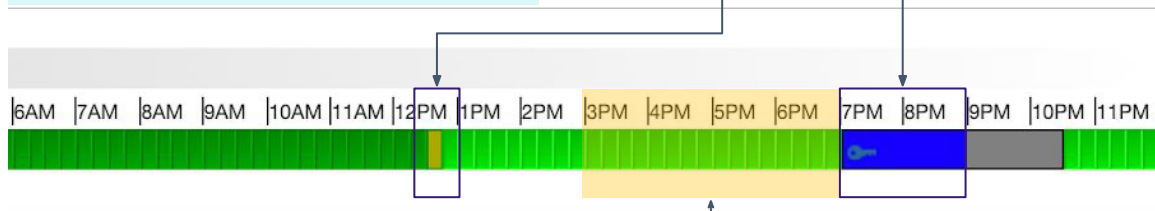
Please cancel or shorten your reservation 4 hours before the period affected.

If you cancel with less than 4 hours' notice, you will be charged \$25.00.

Example:

This two-hour reservation was created at 12:30 PM, but is not scheduled to start until 7:00 PM.

The yellow bar indicates the current time.



This is the 4 hours of advance notice required when cancelling. In order to avoid paying the \$25 fee, one would need to cancel before 3:00 PM.

Still have questions about cancelled time, or anything else? Feel free to send us an email greenarshare-support@gmail.org or call 360-469-5260.