



CHECKLIST

intercharge *direct*

date:

Checkpoint	Person responsible	Person responsible at Hsubject/ service provider	By	Done?
Sign contract				<input type="radio"/>
Create business account: PayPal				<input type="radio"/>
Create business account: Stripe				<input type="radio"/>
Draft GTCs for end customers				<input type="radio"/>
Enter into arrangements with EMPay				<input type="radio"/>
Configure charging products and rates include in import data list				<input type="radio"/>
Login data for the intercharge <i>direct</i> portal and import data				<input type="radio"/>
Brand mobile webpage				
Company logo: format: JPG max size 1MB				<input type="radio"/>
Promotional image: format: JPG max size 1MB				<input type="radio"/>
2 CD colours (RGB)				<input type="radio"/>
Design messages for customers				<input type="radio"/>
Attach intercharge logo on charging points				
Optional: attach <i>direct</i> logo add-on				<input type="radio"/>
Customise POI data → on Hsubject platform				<input type="radio"/>
Tests with Hsubject				
Test environment (QA)				<input type="radio"/>
Production system (PROD)				<input type="radio"/>
Go Live	LAUNCH of intercharge <i>direct</i>.....			

Notes:
