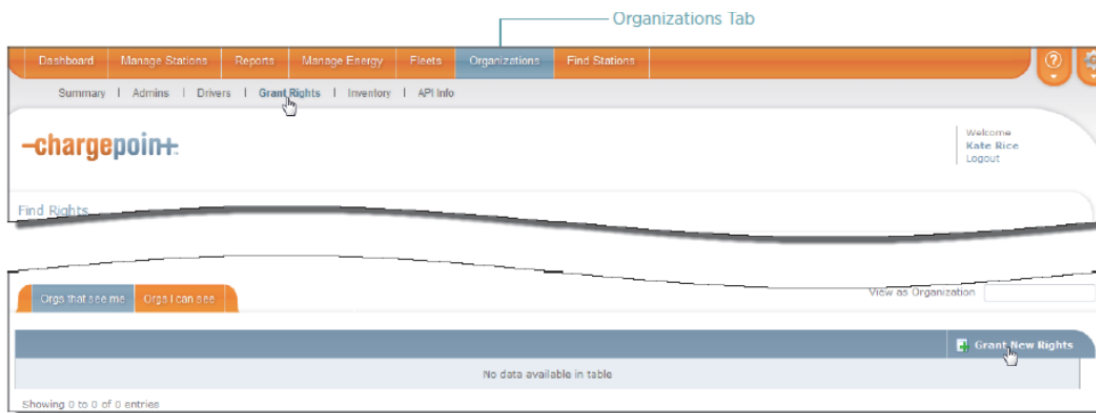


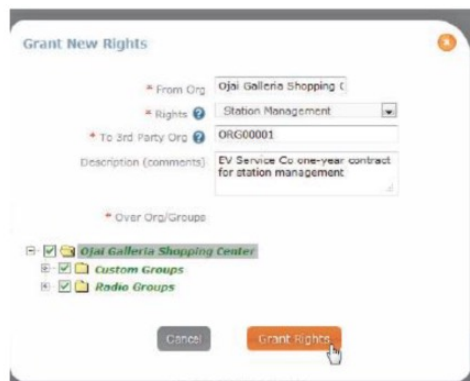
[Granting Rights to PlugIn Stations Online \(Org ID: 07057\)](#)

Watch the instructional video titled “**Allowing Third Parties to Manage Your Stations (Rights Granting).**” To access this video, log into ChargePoint and Choose **Videos and Manuals** from the Help menu.

1. Log into ChargePoint
2. Click on the **Organization** tab » click **Grant Rights** » click **Grant New Rights**.



3. You are now ready to complete the Grant New Rights form:
 - Enter the Org name, if it hasn't already been entered for you.
 - From the **Rights** dropdown list, choose:
 - a. **Network Management**
 - In the **To 3rd Party org** field, enter **ORG07057**
 - Enter a description that reminds you why you are granting these rights, It's a good idea to include the full name of the organization somewhere in the description field.
 - Select the stations to which you want to grant rights. You can select individual stations, groups of stations (radio groups or custom groups), or all your stations.
 - Click **Grant Rights**.



The screenshot shows the 'Grant New Rights' form. It includes the following fields and options:

- From Org:** Ojai Galleria Shopping C
- Rights:** Station Management
- To 3rd Party Org:** ORG00001
- Description (comments):** EV Service Co one-year contract for station management
- Over Org/Groups:**
 - Ojai Galleria Shopping Center
 - Custom Groups
 - Radio Groups

At the bottom of the form, there are two buttons: 'Cancel' and 'Grant Rights'.