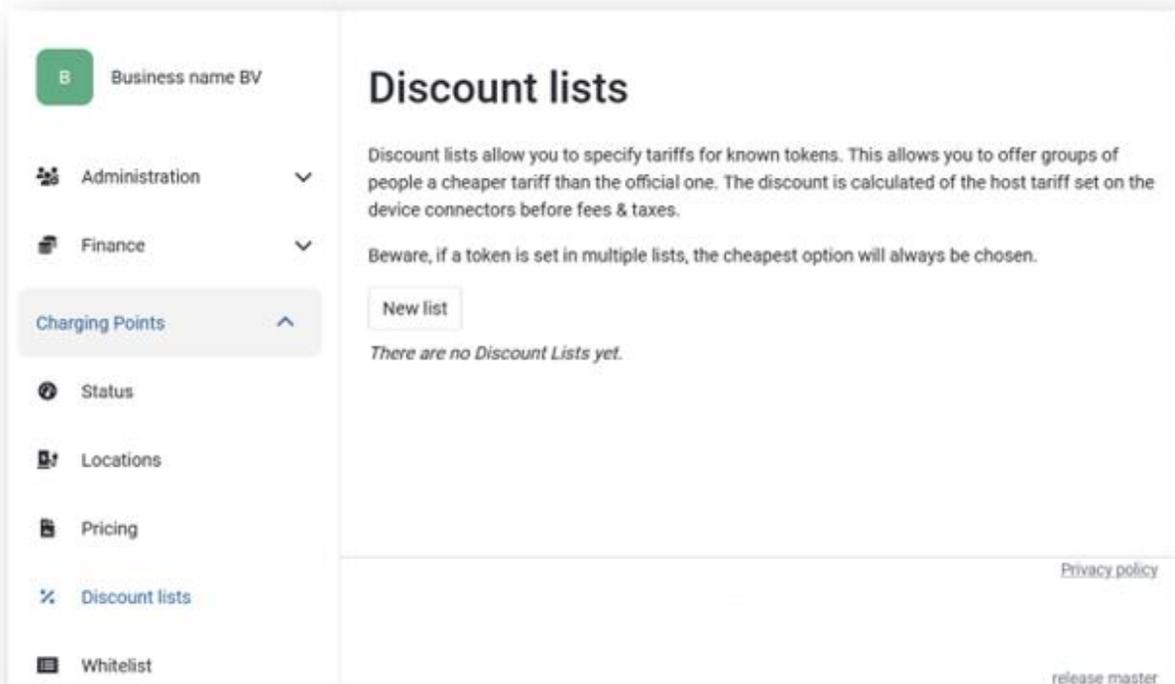


## How do I **configure** a **discount list** on the platform?

1. Log in to your company account at <https://my.mobiflow.be/sp/customer> with your email address and password. In the left-hand column, click *Charging points* > *Discount lists*. This menu is available to users with the appropriate role (i.e. **Whitelist and Discount List Administrator**). The discount list menu displays an overview of your discount lists. In addition, you can create new discount lists by clicking the *New list* button.



2. Create a new discount list by clicking *New list*. Give the list a name and enter the discount percentage (%). This is the actual discount deducted from the public tariff you have configured in the pricing policy added to that specific charging point. The discount is applied before charges (e.g. CPO surcharges) and taxes.

You also have the option to apply the discount to a selection of charging points or to all charging points linked to your account.

## Create discount list

Name

Name\*

Discount values

Discount percentage\*   
Value between 1% and 99%.

Scope

Apply this discount on a selection of charging points.

Apply this discount on all my charging points.

Once a list is created, users with appropriate permissions can configure the list or choose from other actions such as *Edit* or *Disable*.

New list

Name	Number of tokens	Number of charging points	Actions
Loyal customers	0	0	⋮

Show  
Edit  
Disable

- Now select the charging points to which the discount applies. You also have the option of selecting a range of charging points immediately. In this case, click the *Charging points* tab.

## Discount list: Loyal customers

Discount percentage: 10%

Tokens **Charging points** Logs

*There are no tokens on this discount list.*

You have the option of adding known charging cards one by one manually or multiple charging cards via an upload (csv). External charging cards can also be added to the discount list, but there is no guarantee that the discount will be applied correctly by the external charging card provider (MSP). **Mobiflow can only guarantee that the discounts will be applied correctly if the external charging card belongs to Mobiflow's network.** Mobiflow will always apply the discount as configured, even for MSPs outside our own network. However, it is not a guarantee that the MSP will forward and apply the discount to the end user.

When uploading a list (csv) of charging cards, users have the option to override all charging cards in the discount list by selecting the option *Remove all other tokens from the discount list*.

In addition, the charging cards configured within a discount list can be exported to a csv file. The csv file contains the charge card UID and the discount list description.

## Add tokens to Loyal customers

Insert token Account admin RFID Add

---

File information  
Specify the CSV file. It must have the following columns in this order:

1. a unique identifier (UID) holding the token's value as a hexadecimal number. This UID should be a valid MIFARE token ID containing 8 or 14 characters.
2. a short human-readable description of the discount list token entry containing a maximum of 100 characters.

CSV file\* Choose File No file chosen

Ignore the first row (e.g. it contains column headers)

Remove all other tokens from the discount list

Upload tokens Cancel

## Configure charging points for a discount list

The *Charging points* tab allows users to configure which of their charging points the discount can be applied to. **Note:** If the discount is applied to all charging points in the customer account, it is displayed here.

### Discount list: Loyal customers

Discount percentage: 10%

Tokens **Charging points** Logs

There are no charging points on this discount list.

Edit charging points

### Discount list: Super loyal customers

Discount percentage: 15%

Tokens **Charging points** Logs

This discount is applicable on all charging points

[Update this setting](#)

When you click on the *Edit* charging point button, two tables will open. The left-hand table contains all charging point connectors available within your Mobiflow account. The right-hand table shows the charging point connectors that have been added to the current discount list. You can easily add or remove charging point connectors from the discount list by selecting the desired connector(s) and clicking the > (add) or < (remove) buttons.

#### Loyal customers

##### Available charging points

<input checked="" type="checkbox"/>	Connector	Device	Charging location
<input checked="" type="checkbox"/>	1	MOCK_DEVICE68	Company site
<input type="checkbox"/>	1	MOCK_DEVICE_PAR...	Company site
<input checked="" type="checkbox"/>	2	MOCK_DEVICE68	Company site
<input type="checkbox"/>	2	MOCK_DEVICE_PAR...	Company site
<input checked="" type="checkbox"/>	3	MOCK_DEVICE68	Company site
<input type="checkbox"/>	3	MOCK_DEVICE_PAR...	Company site

>

<

#### Discount list

<input type="checkbox"/>	Connector	Device	Charging location
Showing 0 out of 0			

## Loyal customers

### Available charging points

Search by location or device		
<input type="checkbox"/> Connector	Device	Charging location
<input type="checkbox"/> 1	MOCK_DEVICE_PAR...	Company site
<input type="checkbox"/> 2	MOCK_DEVICE_PAR...	Company site
<input type="checkbox"/> 3	MOCK_DEVICE_PAR...	Company site

### Discount list

Search by location or device		
<input type="checkbox"/> Connector	Device	Charging location
<input type="checkbox"/> 1	MOCK_DEVICE68	Company site
<input type="checkbox"/> 2	MOCK_DEVICE68	Company site
<input type="checkbox"/> 3	MOCK_DEVICE68	Company site

You can save the changes by clicking the Save button.

## Logs

At any time, you can consult the *Logs* tab to check any actions or changes applied to the discount list.

## Discount list: Discount list for employees

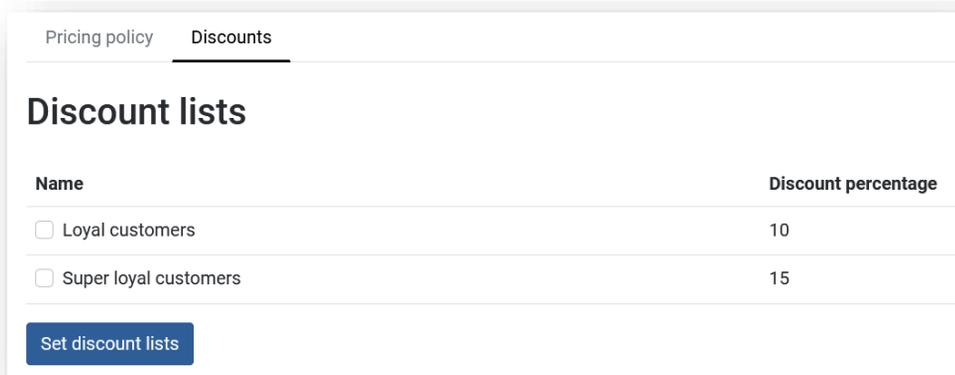
Discount percentage: 60%

Tokens   Charging points   **Logs**

Time	Description	Changed by
2023-09-29 15:19	Discount list configuration changed: <b>percentage</b> 50% → 60%	Support Optimile ( <i>admin</i> )
2023-09-29 15:18	Charging point added to discount: ChargeTroll NV Headquarters - MOCK_TEST	Support Optimile ( <i>admin</i> )
2023-09-29 15:18	Charging point added to discount: ChargeTroll NV Headquarters - MOCK_74	Support Optimile ( <i>admin</i> )
2023-09-29 15:18	Charging point added to discount: ChargeTroll NV Headquarters - MOCK_TEST2	Support Optimile ( <i>admin</i> )
2023-09-29 15:17	Discount list configuration changed: <b>charging points</b> Apply this discount on all my charging points → Apply this discount on a selection of charging points	Support Optimile ( <i>admin</i> )
2023-09-29 15:17	Token added to discount: AAAA0002 [MBF-TEST] - JFK	Support Optimile ( <i>admin</i> )
2023-09-29 15:17	Discount list configuration changed	Support Optimile ( <i>admin</i> )
2023-09-29 15:17	Discount created	Support Optimile ( <i>admin</i> )

## Overview of discount lists for a charging point

You can also view and configure the charging point's discount lists on the tariff configuration page. A new *Discounts* tab is available here that allows the charging point to be added to a discount list during host price configuration.



The screenshot shows a web interface with two tabs: "Pricing policy" and "Discounts". The "Discounts" tab is active. Below the tabs is the heading "Discount lists". A table lists two discount categories, each with a checkbox and a corresponding discount percentage.

Name	Discount percentage
<input type="checkbox"/> Loyal customers	10
<input type="checkbox"/> Super loyal customers	15

Below the table is a blue button labeled "Set discount lists".