Electric van fleet charging checklist

Plan depot charging for 1, 5, 10 or more electric vans: work through each box before you order vans or chargers.

evpick.com.au

Business | Site address | Date

Vans now | Vans in 3 years | Contact

1. Know your vans 2–4 weeks before anything else

- [ ] **Log each van's daily kilometres** for at least two weeks, including the longest day.
  Use the busiest week, not the average week.
- [ ] **Note when each van returns and leaves**, and how many hours it sits at the depot overnight.
- [ ] **Note which vans go home with drivers**: these could charge at the driver's home instead.
- [ ] **Check any vans that work two shifts** or have no long overnight stop: they may need a DC fast charger.
- [ ] **Run the numbers** in the free fleet charging calculator at evpick.com.au/electric-fleet-charging.html

Van / rego	Busiest day (km)	Back at depot	Leaves	Hours parked	Home with driver?	kWh needed*

*kWh needed ≈ busiest-day km × 0.25 × 1.1 (a typical van uses about 25 kWh per 100 km, plus 10% charging losses). A 7 kW charger adds about 60 kWh in 9 hours.

2. Check your site get an electrician in early

- [ ] **Electrician inspects the main switchboard** and spare capacity (single-phase or three-phase, and how many amps).
- [ ] **Mark where the vans park** and measure cable runs from the switchboard to each bay.
- [ ] **Ask whether the network needs to approve the extra load**. A supply upgrade can take 3–6 months, a new transformer 6–12 months.
- [ ] **Plan conduit and cabling for the full future fleet**, not just the first vans. Trenching twice costs far more.
- [ ] **If you lease the site**, get the landlord's written approval for chargers and electrical work.
- [ ] **Check lighting, bollards and wheel stops** to protect chargers in the yard.

3. Choose chargers

- [ ] **Start with AC chargers** for vans parked overnight (7 kW single-phase or 22 kW three-phase).
  Roughly $1,500–$8,000 each installed. DC fast chargers ($30,000–$60,000) only if vans need daytime top-ups.
- [ ] **Check each van's on-board AC charging limit**. Many vans only take 11 kW, so a 22 kW charger won't charge them faster.
- [ ] **Decide: one charger per van, or shared** (someone swaps vans over at night).
- [ ] **Choose OCPP-compatible chargers** so you can change software providers later.
- [ ] **From about 4 chargers, add load management** so they share power and don't all start at once.

- [ ] **Get at least two written quotes** covering chargers, installation, switchboard work and any supply upgrade.

4. Sort out electricity costs

- [ ] **Read your bill for a demand charge** ($ per kVA or kW per month). If you have one, load management is a must.
- [ ] **Ask your retailer for a business off-peak or EV tariff**, and when off-peak starts and ends.
- [ ] **Consider a separate meter** for the chargers so you can track costs.
- [ ] **If you have solar**, check whether daytime charging of returning vans can use it.
- [ ] **For vans charged at drivers' homes**, agree in writing who pays for the charger and how electricity is reimbursed (check the ATO's current guidance).

5. Grants and money

- [ ] **Check for open grants before ordering anything**. Most won't pay for vans or chargers already bought.
  NSW EV Fleets Incentive: closes 30 November 2026 or when funds run out. Check your state energy department for others.
- [ ] **Ask your accountant** about depreciation, the instant asset write-off and FBT for vans and chargers.
- [ ] **Budget for software subscriptions** (about $1,000–$5,000 a year for small fleets) and charger maintenance.

6. Roll out

- [ ] **Start with 2–3 vans** on your most predictable routes.
- [ ] **Track real-world kWh per 100 km** for a month, in summer and winter if you can.
- [ ] **Write a simple charging routine for drivers**: plug in every night, who checks, what to do if a charger faults.
- [ ] **Save a public fast-charger app** on drivers' phones as a backup.
- [ ] **Review, then add vans and chargers** in stages.

> **Rule of thumb:** charge slowly overnight and only buy fast chargers for vans that truly can't sit for 8 hours. It's cheaper to install, cheaper to run on off-peak rates, and easier on batteries.

Notes