The Plextek office is 15 miles south of Cambridge, just off the M11 at Junction 9.

**Travel by car**
The entrance is located on Ickleton Road.
Onsite free & secure parking is available with **bp chargemaster Fastcharge Charging Post** for electric cars (see below).

**Travel by rail**
Great Chesterford station 2 min walk to the office, connects to Liverpool Street station.
No step free access.
(approx. 70 min journey).

**Hotels**
There are two local hotels:

**Crown House Hotel**
[www.crownhousehotel.com/](http://www.crownhousehotel.com/)
Located in Great Chesterford, a 4 min walk from Plextek

**Holiday Inn Express**
Located on the A505, less than 10 minutes drive to Plextek and next door to the Whittlesford Parkway train station. The nearby Red Lion Hotel offers good food.

**Local pubs**
The Crown and Thistle [https://www.thecrownandthistle.pub/](https://www.thecrownandthistle.pub/)
The Plough [http://www.ploughgc.co.uk/](http://www.ploughgc.co.uk/)
With RFID
To start charging:

Place your RFID card or key fob on the circular target, situated above the screen. When card is recognised, the screen will display a green tick.

The screen will tell you when to connect your vehicle. Connect your cable to the appropriate socket.

Once the unit has recognised that you have connected your cable, the unit will lock it into place and the lights will change from blue to green.

In the bottom corner of the screen, it will state ‘Charging’ and the top corner of the screen will display the energy provided

To finish charging:

Present your RFID card or key fob to the circular target as before. The charging session will end and you will then be prompted to remove the cable.
Fastcharge Charging Post

Before you begin:
- Ensure that the unit is safe to use
- Ensure the cable is plugged into the vehicle

Without RFID
To start charging:

In the ‘Off’ position the lights are yellow (for standby).

Connect your cable to the appropriate socket.

Turn the key into the ‘On’ position when ready to use and the lights will turn green.

To finish charging:

To end the cycle – turn the key to the ‘Off’ position.

The cable cannot be removed until the ‘Off’ position is engaged.

The unit can be left permanently on (with the key removed) when in a secure area and charging will only begin when a cable is correctly inserted. Alternatively the unit can be turned off and the key removed for added security.