

Classic View Estates

Gate Code and Remote Control Programming Request Form

Please print clearly if filling out by hand (If we can't read it we can't program it!):

(CVE Property Owner Name)

(Resident/Tenant Name if not Owner)

(Property Owner Phone Number)

(Resident/Tenant Phone Number)

(Property Owner Email Address)

(Resident/Tenant Email Address)

(CVE Property Street Address)

*Resident/Tenant typically refers to the person listed on the rental agreement. It does not refer to a second household member residing at the residence. Both Property Owner and Resident/Tenant must be completed if it is a rental property.

Programming Information

(as to appear on gate screen)

(Last Name – 1 per household)

(First Initial(s) - up to 2)
(example: R & S)

(Phone Number – front gate will dial – will not be seen)

If you have remotes, please record the information below. (Numbers can be found on the back or inside the remote. Please show leading zeros)

FC# TR#

(Remote 1) Assigned to: _____

FC# TR#

(Remote 2) Assigned to: _____

FC# TR#

(Remote 3) Assigned to: _____

Check box if you need to get your household gate code
How? Email Phone

Rental property owners are responsible for the assignment and collection of gate remotes with their tenants. If there is a change in tenancy, please contact Maggie at Management Solutions NW at Maggie@ManagementSolutionsNW.com so the system can be updated. I understand that the security code assigned to my property should not be distributed to guests or any non-residents. Property owner codes should not be given to tenants. Tenants will receive their own security code when the form is submitted. Guests are to call the owner/tenant through the gate call box for access. If a remote is lost, I am responsible to notify the HOA so the remote can be deactivated.

Signature: _____

Date: _____

(Electronic Signature Constitutes a Binding Signature)

Please return this form to: Classic View Estates
c/o Management Solutions, NW
17404 Meridian E Ste F PMB 228
Puyallup, WA 98375

Email: Maggie@ManagementSolutionsNW.com
FAX: 1-888-620-2842
Phone: 253-446-5558

Management Solutions NW handles only the ordering of remotes. All information is forwarded to the CVE GATES COMMITTEE who programs all remotes.

If you need a new remote, please use the gates remote order form available at www.classicviewestateshoa.org or request an order form from Management.