

# GATE ENTRY CHART

Please note our speed limit is 15 mph

ENTRY EVENT	ENTRY METHOD	SAFETY LEVEL
<p><b>OCCASIONAL ENTRIES</b> Deliveries, repairmen, landscapers, vendors, acquaintances, friends, family, meetings, parties, or other occasional visitors. Also good for real estate open houses: a directory listing can be added for Open House and the number called be the real estate agents (who will then buzz people through the gate).</p>	<p>GATE PHONE DIALING VIA DIRECTORY LOOKUP OR 3-DIGIT NUMBER</p> <p>Instructions on Internet</p> <p>Uses your three-digit personal code or directory lookup feature to ring the phone number you designate. When phone rings, press the “9” key on your phone to remotely open the gate.</p>	<p><u><b>SAFEST</b></u> – remember it can ring on your cell phone so you know who you are allowing in even if you are at work or on vacation! This helps you monitor when workmen come.</p>
<p><b>PERSONAL ENTRIES</b> Your own or family entry</p>	<p>GATE ACCESS CODE (4-DIGIT #XXXX CODE)</p> <p>(keep private and secure)</p>	<p><u><b>SAFE IF KEPT PRIVATE</b></u>, but can be easily shared</p>
<p><b>PERSONAL ENTRIES</b> ALSO regular frequent visitors, caretakers, dog walkers, relatives, workmen</p>	<p>CARDS/REMOTES</p> <p>*If lost, report immediately to Gate Keeper to be deactivated.</p>	<p><u><b>SAFER THAN 4-DIGIT ENTRY CODES AS THEY CAN'T BE EASILY SHARED</b></u></p>
<p><b>REGULAR VISITORS -</b> Caretakers, close friends, landscapers, housecleaners, etc. Good for people you trust to come in when you're not home or available to answer phone.</p>	<p>LONG TERM VENDOR CODE (4-DIGIT #XXXX CODE) (a code that can last indefinitely, but will use a different code for each person or vendor). For example, UPS, FedEx and all delivery services have a regular code assigned. You should not give them your personal code.</p>	<p><u><b>SAFE IF DELETED WHEN USER CHANGES</b></u> – coordinate with gatekeeper a few days prior to need to get or cancel codes.</p>
<p><b>SHORT-TERM EVENTS ENTRIES</b> Parties, meetings, book clubs, Open houses, vendors like roofers, patio-layers,...</p>	<p>TEMPORARY CODE (4-DIGIT #XXXX CODE) (for short-term period. Use a different one for each person, vendor or event, good for when you know who's coming, but don't know them well.)</p>	<p><u><b>SAFE IF SHORT TERM HAVE CODE DELETED AFTER EVENT</b></u> must trust workmen not to hand out code, please notify gatekeeper at least a few days before event)</p>

There is overlap. Please choose the safest method for your situation.

PLEASE notify Gate Keeper when cards or remotes are lost or a code is no longer needed (or needs to be changed as in the case of a new landscaper).

For the Mountain Road Pedestrian Gate lock contact HOA board member or Gatekeeper for code.