



Resident Instruction Sheet

Your community has been equipped with a DoorKing Telephone Entry System that will provide communication for your guest from the gated entrance to your home by use of a nationwide cellular telephone network. If you have any questions regarding the use or operation of this system, please see your HOA representative).

Guest Communication

Your name and telephone number have been programmed into the telephone entry system under a unique 3 digit **DIRECTORY CODE**. When a guest comes to visit you, they will look your name up in the electronic directory by using the A and Z buttons on the faceplate of the system. Once your guest has located your name, they will press the "CALL" button on the entry system front panel. Also, your **DIRECTORY CODE** will be displayed to the right of your name. If your guest already knows your **directory code**, they can simply enter the code on the keypad without having to look up your name, and the system will call you phone line directly.



Granting or Denying Access

Once you have answered the phone call and you have identified your guest, you have the choice to either grant access or deny access to your guest. To grant access to your guest, press on your touch-tone telephone. The telephone entry system will respond with a confirmation tone indicating that the door or gate is opening and will automatically disconnect itself. Some newer telephones emit a very short duration tone when the number is pressed. If your telephone does this, you may have to press the open number twice in rapid succession to open the door or gate. To deny access to your guest, press the "#" key, or hang up the line. **Rotary Phone Only.** If you have a rotary dial phone, dial 9 to grant access. To deny access, hang up.

Vehicle Hands-Free Tags)

If you are a guest who is using the hands-free tags, your vehicle will be attached to your access code. Slowly pull up to the entry gate, and the system will identify your vehicle. The system will display "Open" and make an audible tone. Following the traffic control lights on the gate, wait for the light to turn green and slowly enter the community.

Privacy

If you do not want your name and/or apartment number listed in the electronic directory, inform the system administrator of this. Your telephone number can be stored in the system without your name being displayed on the directory. If you choose this option, you will need to inform your guest of your **Directory Code**, otherwise they will have no method of contacting you from the entry of your building / community through the telephone entry system.

Access Code

Your system is equipped with a unique access code that will allow you to open the gate by entering this code on the system keypad. Your system administrator will advise you of your access code. To use the access code, first press the # key, and then enter the four-digit code. (# - 4 Digit Access Code). The system will display "Open" and make an audible tone.

Exiting

Your system is equipped with an exit gate, that does not require your codes of guests to request to exit. To exit, slowly pull up to the gate, come to a complete stop, and the gate arm will start to raise. Following the traffic control lights on the gate, wait for the light to turn green and slowly exit the community.

SAFTEY!

Always follow the traffic control lights on the gate! Wait for the flashing red light to turn green and slowly enter or exit the community. Please note, only ONE VEHICLE will be allowed to enter or exit at one time! The gate will close automatically until a code is entered, a vehicle is identified, or a phone entry is approved. The entry gate is being monitored by a closed-circuit video recording system. Violations of these guidelines will be addressed directly with the system user. The HOA, and Innerarity Island are NOT responsible for damage to vehicles do to misuse of the system.