



### ***How to operate the guest gate***

- Your gate code is your Coupon Book account number ex. Number 1 = code 001.
- To access Owner Directory of names press and hold the “ # ” to scroll up the alphabet from “A” to “Z” (to find Owner name)
- The longer you hold the button the faster it will scroll (it will not go scroll past “Z”).
- Press “ \* ” to scroll back through the alphabet from “Z” to “A” (to find owner name) the longer you hold the button the faster it will scroll (will not go past “A”).
- Once you find the name and code, enter the 3 digit code on keypad, this will dial your home phone.
- Press “ \* or # ” to reset system after system starts dialing (if you entered something incorrect), or you want to hang up and try again.
- The directory will not roll over from “Z” to “A” with the “ \* ” button or from “A” to “Z” with the “ # ” button (scrolling from “A” to “Z” takes 15sec) and will not go past “Z”.
- If you enter the wrong code 3 times the system will reset this takes “60 seconds”

### ***Quick Guest entry when they know the “three digit” code***

- Guest drives up to gate entry box.
- They press “#” wait a few seconds, this wakes up the system.
- Then they enter your home code, ex. 412 (Clubhouse code), system calls your home, When you answer the phone, they say “HI! I’m Joe Smith A/C here to fix the Air Conditioner” you press “9” to let them into the community, when the Guest gate opens and they enter the community.

### ***Instructions for Telephone System***

Each resident has been assigned a “three digit” code number that appears with the resident name. A visitor simply scrolls to your name and enters your code number into the keypad. Please give your guest the “three digit” code number and remind them to press the hang-up button/icon BEFORE entering your code.

The telephone system uses your 7 digit phone #. When it rings and a visitor advises you that they are at the front gate, to open gate, push “ 9 ” on your telephone. You should here “Please Enter” if not Press “ 9 ” again and the gate should open (the connection remains open for 30 seconds). The connection will terminate automatically after 30 seconds or when you hang up the phone.

It is very important that your phone is **only** in the “TONE” setting. It is the “tone” signal that will open the gate. Any other setting **will not work!**

If you are on the telephone when the visitor attempts to call you, a busy signal will sound, unless you have call waiting. It is recommended that you subscribe to call waiting. A call from the front gate will show Coral Trace on the caller ID.

**\*\*To open gate from your home press the “ 9 ” on your phone\*\***