

# 3 Ways to Operate the Front Gate

1. **Remote Controllers:** ← If you need a new one or a replacement, they are available for \$35.
2. **Gate Code:** ← Residents will need to press “#” & their 4-digit code (For example: #1111)
  - a. **Household Code** ← Residents need to select a unique 4-digit code for just their household.
  - b. **Vendor Code** ← Residents may choose to have a Vendor Code so that they can provide for Trusted Vendors. This code also needs to be a unique 4-digit code.
3. **Front Gate Directory (using a phone)** ← If you chose to be listed in the electronic directory, each household has a phone number listed that can be called if someone at the gate tries to reach you via the directory. (Let me know if you want me to verify or change this number.)

## To use the Front Gate Panel Directory & Phone

- a. The person at the gate finds your name on the Front Gate Panel Directory by cycling through the names in the Front Gate Directory. This is done by:
  - i. Pressing the metal button labeled either "A" or "Z".
    1. Whichever letter is closest to your last name.
  - ii. With each press, the next name in the directory will be displayed.
    1. If your name doesn't display, you have chosen to not be listed. (This can be updated.)
- b. Once the vendor has located your name on the panel, they will need to press the large "Call" button on the panel.
- c. The gate will call the phone number listed in the directory.
- d. The resident can answer the call and talk directly to the person at the gate for no longer than 30 seconds.
- e. If you want to grant access, the resident needs to press "9" on their phone and then hang up. (*The gate will open.*)
- f. If "No", the resident should hang up the phone call. (*The gate will remain closed.*)

Gate codes and remotes are managed by:

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