

## Information You Need To Know About the New Entrance Gate System

- The Surfside I Board of Directors and staff are pleased to announce that the installation, programming and system testing of our new entrance access system have been completed. We are ready to close the gate and to begin using it. As with any new system it will take some practice and some patience until we are all familiar with it. However, your Board of Directors and staff believe that once everyone gets comfortable with the system, we are confident that it will be seen as an important contribution to our community.
- The system offers the following features:
  - User friendly
  - Flexible access options
  - The ability to program the system from the office, avoiding expense vendor visits
  - Faster and more up to date programming when a new owner or tenant joins or leaves our community. This improves the service and security for our community
  - It provides a system platform for other improvements to the property that will increase our enjoyment and property values
  - State of the art LED displays and high quality sound.
  - A great looking system display that enhances the appearance of our entrance

The gate will be closed starting 6-20-09 at noon to allow the community to practice using the new system. Surfside I personnel will be on hand to help you with any questions you may have. We will be periodically closing and opening the gate for the following week with the goal of keeping the gate closed starting 6-27-09.

- Please observe the one way driving patterns entering via the West gate and exiting via the East gate.
- You will be able to open the entrance gate using your current remote or key. The old access codes will not work in the new system so be sure to have a remote or key (card key access is a new feature shown below.) Owners can obtain remotes and/or keys for themselves or their tenants by filling out an authorization form and paying the required deposit.
- If you have an existing remote, you can use it as you did before by pointing it to the upper left side of the vehicle gate. New remotes acquired after 6-15-09 should be pointed toward the new system.
- To open the vehicle gate via a key... insert the key into control (lock) located at the bottom right side of the access system display.
- To drive up to the new system control/display it is best to follow close to the left side of the drive starting close to the Surfside I sign. It will help your guests to let them know to do this as well.
- Guest access...To allow guests to contact you or your tenants, via the entrance telephone system, and for you to be able to open the gate for them remotely, owners must fill out an authorization form. Once the form is filled out and entered into the system by the office, a guest can drive up to the access system display and hold either the "A" or "Z" (scroll up or scroll down) button until they locate the name of the person they wish to call. The displayed code after the name can be entered or the "call" button can be pressed. When this is done the system will dial the phone number programmed into the system. The guest will hear the system do this as well as hear the phone ring over the intercom. If the guest already knows the code they can skip the scrolling function and just enter the code to dial your phone number. (Please note... entering this code will not open the gate it will only dial the phone number. Also... if a guest dials the phone number from anywhere other than the gate access system, the owner/tenant answering the call will not be able to open the gate with their phone) either option (entering the code or pressing the "call" button will ring the programmed phone number (land line or cell.) The phone will ring (like any incoming call) you can then speak to the person at the gate over the intercom to verify who is calling. You can then open the gate from your phone by pressing "9." on your phone. Please note when you press "9" it will open the gate and disconnect the call.
- As an option to owners or their tenants who prefer to open the gate via a card key (the advantage is that it is easy to carry in a wallet, purse etc.) the owner can fill out an authorization form and pay the required security deposit. Please note that the card holder must swipe the card close (within 4 inches) to the card reader located on the right side of the of the system access box.