

**SHELTER COVE
GATE CARD/REMOTE ACCESS REQUEST FORM**



Date _____ How many? Cards _____ or Remotes _____

NAME: _____ PHONE: _____

NAME: _____ PHONE: _____

STREET ADDRESS: _____

LOT NUMBER: _____

NOTE: If you are a Renter, you must provide the Name and Phone Number of your Landlord below, and a copy of your approved background check and your driver's license to ensure that Shelter Cove Resort Condominium, Inc. can verify with your landlord that the issuance or any change requested above meets with their approval, prior to any issuance or programming taking place.

NAME OF OWNER/LANDLORD: _____ PHONE: _____

FOR OFFICIAL USE ONLY

PERMISSION VERIFIED BY: _____ DATE: _____

DATE PROGRAMMED: _____

REMOTE NUMBER(s): _____, _____, _____

CARD NUMBER(s) _____, _____, _____

CALL BOX SHORT CUT CODE: _____

GATE CARD \$7.00 each X _____ + \$ _____

REMOTE \$66.00 each X _____ + \$ _____

(Prices subject to change without notice)

TOTAL DUE \$ _____

PAYMENT RECEIVED BY _____ **CHECK** _____ **ZELLE** _____ **CASH** _____

If you choose to use Zelle as form of payment you may send it to ShelterCoveTreasurerFL@gmail.com

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Instructions for to Buzz in a guest or delivery to Shelter Cove

There are 2 ways for your guests to enter the gates of Shelter Cove.

- 1) Guest may look up your name (Last Name, First Initial) and push the call button
- 2) You can give them the 3 digit short cut code (provided after you have been programmed) that will go directly to your name.

When your guest or delivery driver arrives at the gate, they may use either option above. The system will then call the number you provided on the gate access form. When you answer the phone, the speaker will come on and you will be able to talk to the person at the gate to verify they are your guest. You then hit the **9** key on your phone. **Hold it down longer** than normal or you may have to hit and hold down a few times. You will either hear the beep of the gate opening or it will cut your phone off. The speaker will turn off and you know you successfully opened the gate.

Helpful hint..

If you do not have phone service or have a bad cell reception the system will not work. **You must have good service for the system to call you.**

Test the system yourself from the gate. When it calls yourself save the number in your contacts and name it Gate. Then when you have a guest you will then know that the gate is calling you.