

EAST LAKE PARK HOMEOWNERS ASSOCIATION, INC. 2067

MAIL OR FAX FORM TO: 6972 LAKE GLORIA BLVD. ORLANDO, FL 32809-3200
PHONE: 407-781-1169 FAX: 407-781-1286 EMAIL: gates@lelandmanagement.com

GATE ACCESS FORM

Visitors should use the directory at the gate to call your telephone for access. Press "9" on your telephone keypad to open the gate for your visitor. We do not recommend the use of VOIP phone numbers (phone numbers provided by cable companies or through your computer) as not all are compatible with the gate access system.

If you would like your name to be excluded completely from the directory box please check here ☐

This form will be used to set up your information into the gate system. Please fill out all required information and send to the Management Company using information above. You may also use this form to report trouble with your access devices.

☐ Set up new code ☐ Set up new device(s) ☐ Report a problem

Date: _____

*** Required Information**

*Homeowner Name (Last, First): _____

Tenant Name: _____

*Property Address: _____

Mailing Address: _____

*Property Telephone Number (including area code): _____

Alternate Telephone Number: _____

*E-mail Address: _____

The gate system for your community uses a remote transponder and keycards. To register and activate your device, please provide the 5 digits # for each. The 5 digit # for the remote can be found on the back of the unit, in the middle, under the word ID.

Remote Access

Device #1 8 Digit Code # _____ - _____ Device #2 8 Digit Code # _____ - _____

Device #3 8 Digit Code # _____ - _____ Device #4 8 Digit Code # _____ - _____

Key Card Access

Device #1 5 Digit # _____ Device #2 5 Digit # _____

Device #3 5 Digit # _____ Device #4 5 Digit # _____

If you would like to purchase a remote transponder they are available in our office for a cost of **\$50.00** each. Access key cards are also available for purchase for a cost of **\$25.00** each. Please send or deliver a check/money order payable to: East Lake Park at the address above. A pre-activated remote/card will be mailed to the property address listed above. If you would like your remote/ card sent to a different address, please enclose this information along with your payment. We ask that you allow 3 to 4 business days for the mail delivery.

Need a Keypad Code?

Your community also allows personal access codes to be used to gain access from the key pad. If you would like to request a Personal Entry Code, supply the 4 digits of your choice. We ask that you please not select obvious codes such as 1234 and four identical digits. You must first press the # before your code to open the gate. If you choose to share your code with your guests or vendors, you will be held responsible for any individual using your code.

Code: _____ (4 numeric digits)