



## INSTRUCTIONS ON HOW TO OPEN THE GATE FOR GUEST WITH YOU PHONE

You should never give your gate code out to anyone for safety reasons. Please read the step by step instructions on how to your guests in the gate using your phone.

1. First program the following phone number in your phone contacts as Briarcliffe Gate
  1. BC Gate located at the entrance by the pool: 910-488-8915
  2. BC Gate located at the entrance by the tennis courts: 910-630-1824
2. When your guests arrive to Briarcliffe they need to pull up to the entry gate key pad.
3. They will need to find your name in the system: Example- Smith, J (last name, first letter of first name).
4. Once they find your name and its highlighted on the screen they will press the CALL button.
5. The gate will then call your phone number.
6. When you receive a call from the gate you will answer your phone and communicate with your guests.
7. When you are ready to let your guests in you will press the number "9" on your phone and the gate will then open and allow your guest to enter the community.

### Entry Code:

Please note: If you ever feel you need to change your gate entry code and/or phone number you will need to fill out the gate code request form on the Little & Young website above the link where you found these instructions.

PLEASE NOTE THE GATE CLOSES AFTER EACH CAR. THE GATE WILL ONLY ALLOW ONE CAR AT A TIME TO GO THROUGH. WHEN YOU ENTER YOUR CODE IN THE GATE IF THERE IS CAR IN FRONT OF YOU:

1. YOU MUST ALLOW THAT CAR TO GO THROUGH.
2. LET THE GATE CLOSE.
3. ONCE THE RE-OPENS, YOU MAY THEN PROCEED THROUGH THE GATE.

NEITHER THE ASSOCIATION NOR THE MANAGEMENT COMPANY IS RESPONSIBLE FOR DAMAGES TO YOUR VEICHLE IF THE GATE HITS YOUR CAR.

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