

PALMER GLEN GATE ENTRY PROCEDURES FOR RESALE PURCHASERS

The seller of your home has at least one clicker that will open the entry gate to Palmer Glen. In addition the seller was assigned a private four digit code that can be used to open the gates, using the key pad at the front entrance. You should obtain both the clicker and the four digit entry code from the seller otherwise you will not be able to gain access to the community when the gates are closed. Both the clicker and the four digit entry code are registered to the seller and you must have them registered in your name after you move into the community.

Once you move in AND have your landline home telephone number fill out the attached "Palmer Glen Gate Access Data Entry Form" and mail it to the address indicated on the form (the form is also available at the Association website www.snipurl.com/PalmerGlen) or e-mail it to communitymanagement@comcast.net. You will be advised of your new directory code; private four digit code and the restricted codes for your service personnel when the registration is completed, which usually takes about 72 hours.

To gain access to the community your service personnel will have to enter the 4 digit pin number that is assigned to them (and provided to them by you) into the telephone call box. The pin number supplied to service personnel allows for access to the community during the hours from 6 a.m. to 6 p.m., Monday through Saturday. Your personal pin number provides **unrestricted** access to the community, 24/7. Please make sure that your personal pin number remains only with family members.

If you wish to purchase additional clickers go to www.snipurl.com/palmerglen and click on [Request for Additional Clickers](#). Many of the newer cars allow for a built-in garage door/gate entry clicker to be trained so you no longer have to use the clicker supplied. The method for doing so is contained in the owner manual for the car. Please review the information pertaining to the entry gates posted on our web site at www.snipurl.com/palmerglen. Most, if not all of your questions should be answered.