

# Phillips Landing Gate Access System Information

4-2021

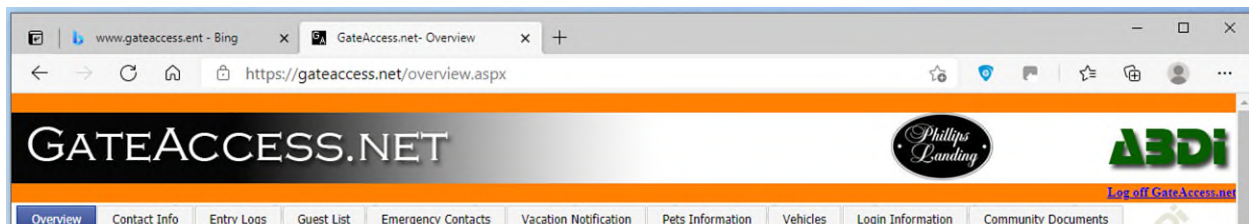
To access the Gate Access System you can use your computer and locate gateaccess.net on the web and login to your account as shown below.

The variables are:	Community Code	PHLA
	Username	your primary phone number with area code 4075551234 for example
	Password	Your 4 Digit resident ID (Available at the guardhouse)



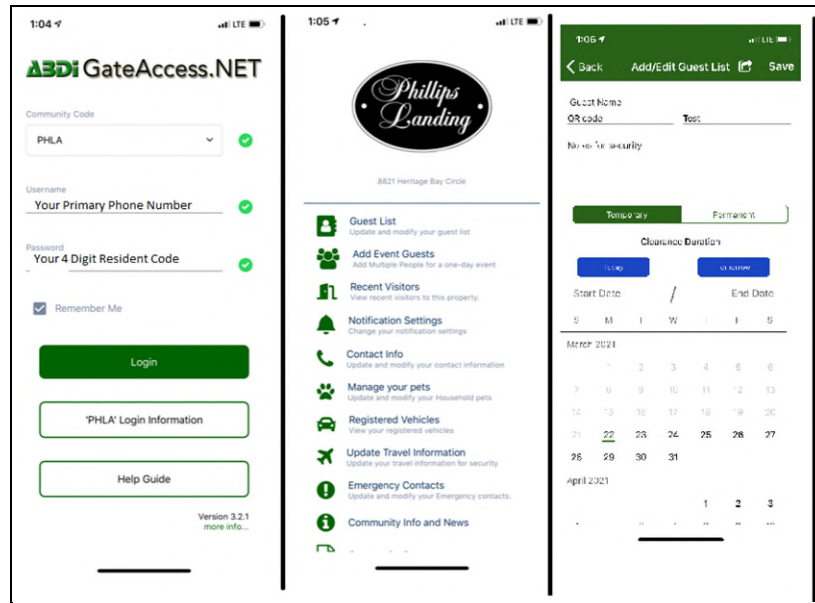
This screen can be used to update your resident profile including your contact info, Guest List, Emergency contacts, vacation notifications, Pet Information, and your vehicles.

You can also review the entry logs for your guest arrival records.



There is also an Apple and Android APP which is very similar although more streamlined for guest management. **Search for gateaccess.net and download it (from ABDI).**

The app has a similar login and is the EASIEST way to add a guest (temporary or permanent).

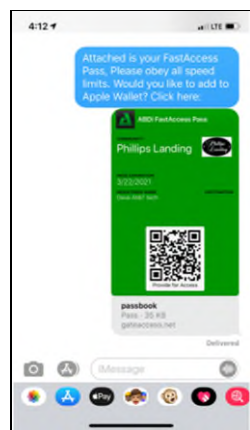


A temporary guest is for today or for a few days and will be deleted after that date.

A permanent guest is a recurring guest that never expires (although you can delete them).

A Long-term (permanent) guest is a service provider such as pool service or housekeepers. These should be setup as permanent or with a longer expiration date.

Upon adding the guest, you will be asked if you would to send Guest Pass with a QR code to assist with their entry at the guardhouse. This will then open your contact list and you can text or email the guest pass to them. Then when they come to gate – the guard can scan the QR code which will reflect that they are expected and facilitate the guard’s entry of their additional information. If they are a returning guest, the previous information will be populated which helps expedite the process.



PLEASE HELP US BY ADDING YOUR PROVIDERS TO YOUR LIST – we have some safety issues when too many landscaper trucks are backed-up at the gate and these service passes will HELP SIGNIFICANTLY.

When your guest arrives, the system will send you a text and/or email notifying you they are on the way to your house.

**You should also add your usual delivery services**, Amazon, Uber, Door Dash as guests and then when they arrive, the guard will record their ID info and let them through the gate and you will get the arrival message. Pretty convenient and helps us reduce the traffic backup at the gate.

With our multi-nationality resident-base, this offers the best way to correctly spell and identify your guests and therefore makes the guard process more accurate and streamlined.

An alternative (and less desirable) method is to use the Call Authorization Voicemail System.

Call the authorization line at: **407-250-4143**

If it recognizes your phone number it will prompt you for your message which it will convert into an audio file and send to the Gate Management Software so when the guard accesses your resident ID the voicemail will play and they can identify the guest. Again – using the APP will reduce the pronunciation and spelling issues and provide quicker access for your guests.

IF YOUR NUMBER IS NOT RECOGNIZED – you will be prompted for your Resident ID number and then press 1 for today, 2 for tomorrow, 3 for today and tomorrow, or 4 for another day.

We want to encourage you to use the APP with or out without the QR code feature as that is the easiest for your user and most streamlined for the guards.