

# QUAIL HOLLOW GATE POLICY

## HOMEOWNERS:

1. **GATE CALL BOX:** All new homeowners need to have their names listed in the gate call box directory. Last name, first initial and a telephone number (land or cell) attached. When a visitor comes to the gate, they will look up the name and the system will dial the phone number provided. The homeowner can then press "9" on their phone and the gate will open to let the visitor in.
2. **GATE ACCESS:** Homeowners should have assigned a personal gate code that has 24/7 access to the Community. This code is a 4 digit code and can be determined by the homeowner, as long as it has not been assigned to someone else. We also advise that a secondary code be assigned for homeowners to give to regular visitors or vendors; such as house cleaners, exterminators, water supply companies, pool cleaners. This 4 digit code that will have limited gate and community access. We usually grant this access from Monday to Saturday 6am to 6pm or 8pm. Some vendors have individual codes assigned to them because they deliver services to many of our homeowners. Before you give out your service code check with the gate liaison representative to see if the vendor already has been assigned a community code.
3. **REMOTES:** Push button remotes are available to homeowners for a fee of \$35.00. These provide access when you drive into the community and open the gate without entering any codes in the gate call box.

## RENTERS: Short or long-term

1. Homeowner must complete the Quail Hollow HOA "RENTERS INFORMATION FORM" for EACH and EVERY renter. This form MUST be received by the Gate Liaison no later than 2 weeks PRIOR to the rental occurring. There is a \$25 fee for processing each home rental form. Checks should be made out to Quail Hollow HOA. There will be a \$15 additional fee for any incomplete or late information received from the homeowner.
2. Code(s) will be obtained from the gate company and provided to the homeowner as quickly as possible. The code(s) will be eliminated from the gate system as soon as the rental/lease is over.

**THE HOMEOWNER CAN COORDINATE ALL OF THE ABOVE WITH THE HOA GATE LIASION.**