**VENETIAN VILLAGE COMMUNITY ASSOCIATION**

**GATE CODE AND TRANSPONDER REQUEST FORM**

**Access to Venetian Village is controlled by a security gate entry system. There are several ways to access the gate. You may purchase a transponder for $35. The transponder works just like your garage door opener and will open the gate with one touch of the button. You may also purchase a touchless entry system, a small clear strip which is attached to the inside of your windshield for $10. To enter the community, you simply drive slowly slightly to the right as you enter and the gate will automatically open as your vehicle approaches the gate.**

**If you do not want to purchase a transponder or gate entry strip for your vehicle, you may access the gate by using the personal gate code pin. This access code will be provided to you by the management company, and is entered at the call box. This access code will begin with # and be a unique 4 digit code.**

**Guests may use the key pad on the entry system to locate your name. They can find you last name by touching the large round “A” key or by touching the large round “Z” key, then scrolling up or down through the list to locate your name. They will find your name faster by using the letter key that is closer to your name. ECAMPLE: If you last name is Wilson, use the “Z” key. The last names of residents will keep scrolling until the word “Call” shows up next to your name. The word “Call” MUST be next to our name for the system to call your phone. Your guest will then need to press the round “Call” button. The gate system will call the phone number that you have provided on this form. After you verify that the caller is our guest, please press the “9” on you phone and the gate will open for them. Please do NOT give out our personal pin code to non-family members. This gate system is for your safety and security.**

**If you need a transponder, access strip or personal pin code, please fill out the information below and submit your request to Sandcastle Property Management. Requests may also be scanned and emailed to** **Matt@sandcastlepmb.com****.**

**Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Transponder(s) needed or Gate Access Strip(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**