

WEeping WILLOW ACCESS SYSTEM QUICK GUIDE

Weeping Willow Visitor Panel Number

082 569 8433 Main Gate

Communication with the system is only possible if your phone number is listed on the Estate database

When your visitor arrives at the gate

- Step 1:** Your visitor must type in your telephone number followed by the "dial" button
- Step 2:** A call will be placed by the ClickOn panel to your phone allowing you to communicate with your visitor
- Step 3:** Press **9** on your phone to grant access to your visitor, an "access granted" voice will be heard and the gate will open
- Step 4:** If you do not want to grant access to the visitor press **###** on your phone, an "access denied" voice will be heard

Access Granted



Access Denied



When your visitor exits

Once you have granted access to your visitor by pressing 9 on your phone your personal exit pin number will automatically be activated to let your visitor exit for a 48Hr period

Please give your visitor your exit pin number which must be typed in on the exit keypad to open the gate.

Should your visitor stay for longer than 24Hrs simply phone the gate number listed above to activate your exit pin for one count at the gate, if you have more than 1 visitor that has exceeded the 48Hr period, a second call will have to be made to the gate number listed above

When phoning the gate number, ensure that your telephone caller ID is on, the gate number will ring twice and the call will be terminated by the gate unit once the system has identified your telephone number and activated your exit pin

The exit pin number count equals the number of visitors you have granted access for to the Estate

Only telephone numbers listed on the database can activate exit pin codes

Pre-clearance of visitors via sms

This Feature is only available via cell phone

Step 1: Ensure that your cellular number is loaded on the Estate database, if it is not listed the sms features of the system will not work for you

Step 2: Decide on how many of your visitors you would like to pre-clear for the day

Step 3: If you want 3 visitors to have pre-clearance access codes, send the following sms **c 3** to the visitor panel at the number listed above

A maximum of 10 codes can be requested

Step 4: You will receive a reply from the visitor panel reading as follows: ACCESS CODE 42587 IS VALID 3 TIMES . CODE EXPIRES 23 JUNE 23:58

SMS



SMS Reply



Forward this sms to your visitor/s who in turn enters the code on the Intercom by pressing the **CODE** button followed by the code listed in the sms to gain access to the Estate

Access codes will only work for the number of times they were requested and will automatically expire 48 hours from time of issue

Extended Pre Clearance Codes

An extended pre clearance access code can be requested for instances where the resident requires a code to work multiple times for an extended period.

The procedure will be as in step 3 of pre-clearance codes, simply add the start and end date to the code sms

The format is as follows:

c xx yymmdd yymmdd (note the spaces between the various fields)
(start date) (end date)

c=Code command

xx=Number times the code must work

yy= Year i.e. 09 (2011)

mm=Month i.e. 01 to 12

dd=Day

Example:

You require codes to be valid from the 25th December 2011 to the 30th December 2011 and you require the code to work 10 times **only** for the period, send the following sms:

c 10 111225 111230

Please note that start and end dates may not exceed 31 days