

## **Weeping Willow Gate Access Letter**

In the interests of improving safety, the Trustees have decided on the following procedures controlling the access to the complex of workers employed by residents.

1. All regular workers entering the complex must use the pedestrian gate, not the main vehicle gate. This is to avoid congestion for vehicles and to channel pedestrians to the pedestrian gate to facilitate better control by the security guards.
2. Residents are to arrange for tags for workers who need to come into the complex for regular duties. These tags will be programmed to operate on specific days and at specific times of entrance and exit through the pedestrian gate only. Please use the Access Application Form that can be downloaded from the website [www.weepingwillow.co.za](http://www.weepingwillow.co.za) under the Access Control page.
3. Alternatively, workers can be given a ClickOn Connect code for entry and exit through the pedestrian gate by their employers. Registration through the ClickOn App is required.

The Trustees endeavor to act in the best interests of all residents – please communicate any suggestions and concerns using the [midcity@weepingwillow.co.za](mailto:midcity@weepingwillow.co.za) link.

Best Regards,

Weeping Willow Trustees

21<sup>st</sup> February 2024