

FOREST CREEK

COMMUNITY DEVELOPMENT DISTRICT

FOREST CREEK NON-RESIDENT GATE INSTRUCTIONS

The Forest Creek community is equipped with a Telephonic Entry System that will provide communication for your guest/vendors from the gated entrances with call boxes to the community by use of the local telephone network. If you have any questions regarding the use or operation for this system, please contact your Operations Manager at 813-707-4703 or forestcreekom@gmail.com.

GUEST COMMUNICATION: Your name and telephone number have been programmed into the gate system under a specific 3-digit DIRECTORY CODE. When a guest comes to visit you, they will type in your DIRECTORY CODE shown next to your name. Your guest will enter this code on the telephone entry system keypad that will place a call to your home (if your guest already knows YOUR specific directory code, they can simply enter the code on the keypad without having to look up your name in the resident directory). The telephone entry system is equipped with a "CALL" button. When your name is displayed on the LCD screen in the resident directory, the guest can press the CALL button to place a call to your home. A guest CANNOT enter your telephone number on the keypad; it MUST be the DIRECTORY CODE ONLY!

GRANTING OR DENYING ACCESS TO YOUR GUEST: Once you have answered the phone call and you have identified your guest/s, you have the choice to either grant access or deny access to your guest.

THE FOLLOWING STEPS ARE FOR TOUCH-TONE PHONES ONLY:

1. **GRANTING GUEST ACCESS:** Press 9 on your touch-tone telephone. The telephone entry system will respond with a confirmation tone indicating that the gate is opening and will automatically disconnect itself. Some newer telephones emit a very short duration tone when the number is pressed. If your telephone does this, you may have to press the "9" twice in rapid succession to open the gate.
2. **DENYING ACCESS:** Press the "#" key on your touch-tone telephone or simply hang up.

CALL WAITING: If you do not have the call waiting feature and you are on your telephone when a guest tries to contact you from the gate system, they will hear a busy signal and will have to wait for you to end your call before they can contact you. To eliminate this problem, you can order call waiting from your local telephone company.

CALLER ID: The call box numbers that will call residents are (941) 432-0351 (US301) and (941) 304-2661 (Major Turner). Residents should not block those numbers.

OPERATOR FUNCTION (474): Guests may access the community by pressing 474 on the call box at the US301 entrance only. This will provide a one-time code into the community. End this call by pressing # and simply enter this code after the call has disconnected. Codes will be changed on a regular basis as determined by the board.

PRIVACY: If you **DO NOT** want your name listed in the gate resident directory, inform the Operations Manager. Your telephone number can be stored in the system without your name being displayed on the directory. If you choose this option, you will need to inform your guest what YOUR directory code is, otherwise there will be NO WAY for them to identify YOUR directory code on the telephone entry system's electronic resident directory.

UPDATES: Residents should contact the Operations Manager to update their gate information, i.e. phone number changes, and must provide an identification card to the Operations Manager when updating their gate information.