



HARBOUR ISLE EAST CONDOMINIUM ASSOCIATION, INC.  
6A Harbour Isle Drive East  
Fort Pierce, Florida 34949  
Phone 772-595-3660 Fax 772-595-8809

## **COMMUNITY ACCESS**

### **TELECOMMUNICATIONS PROCEDURES**

Guests and visitors scroll through names of residents and type the four digit code number provided which will automatically dial the phone inside the unit. The owner or lessee can then open the gate by pressing "9" on their unit phone. Visitors will pull forward to receive a temporary pass issued by guard. ***NOTE: The gate personnel must place a Visitor Pass in the vehicle even if the owner or lessee granted access via the tele-communications system.*** For all other special needs call the Management office 595-3660.

The unit resident calls the gate at 465-7201 from local unit phone (gate house cannot dial long distance numbers). Give name of the guest, time and date of arrival. If an owner or lessee arrives in a vehicle without a bar code, a **TEMPORARY PASS** will be issued for the duration of their stay not to exceed 30 days (Guard to ask duration). Guard will verify by Driver's License.

Guard must have name and unit number of the current owner or lessee roster.

No more permanent guest lists and no more permanent passes. All vehicles will have a HIE decal or temporary pass visible through the front windshield. Guard will check the date on all temporary passes.

If an occupant expects a large number of guests, give the gate personnel an alphabetical list of guests and the sponsoring owner's name along with custom passes (provided by the unit owner or lessee) and provide to the gate personnel for distribution 24 hours in advance of the function.

When Realtors access the property, they too must show photo ID.