Lake Wynonah Property Owners Association Resident Information Gate Key Form

Please complete this form on both sides, sign it and return it to the Business Office.

Head o	f Household (primary contact	for the home) Main Lot 1	Number		
First Name:	Last N	Name:			
Primary Phone #	also be your online login name)	Password			
Second Phone #		_ Description (cell, work,	etc.)		
Call in Code (this will be	used by security to ensure that the ca	ll is from an authorized individ	lual. – 4 -D igit #)	
Email Address(es):					
	Addition (people that physically live in your ho	onal Residents ome at Lake Wynonah or your	Primary Home)		
First Name	Last Name	Phone Number		Relation	
			☐ Member ☐Daughter	□Spouse □Parent	□Son □Other
			☐ Member	□Spouse	□Son
			☐ Daughter☐ Member	□Parent □Spouse	□Other □Son
			□Daughter	□Parent	Other
			☐ Member ☐ Daughter	□Spouse □Parent	□Son □Other
			☐ Member ☐Daughter	□Spouse	□Son □Other
Please list all	residents residing in the home:	including family members	s or non-relat	ed individu	als
	Perman	ent Guest List			
-	es erected upon them are allow				
residence at any time	without additional approval from	-	-	u are respon	nsible for
	these Guests actions any ti	me that they enter the com	imunity.		
One name	per line. Entries such as Mr. &	z Mrs. XXX or XXX Fam	ily will not b	e accepted.	
First Name		Last Name			

Gate Cards

Please list below <u>ALL</u> the Gate Cards issued for your LWPOA property. This includes Members, Residents, Guests and Vehicle Cards

First Name	Last Name	Type of Card	Number on back of card
	}		

Vehicle Information Registration for ALL Vehicles must accompany this form with any updates/changes

Make	Model	Year	Color	License Plate #	State of Plate

Emergency Contact Information

Please list who security should contact in the event of an emergency if we are unable to contact you

Name	Phone #

I hereby stated that the information furnished above is accurate to the best of my knowledge, and that any access cards assigned to me will not be given to others. I authorize all people or companies identified on this form access to the community on my behalf and without notifying me. I understand that I (the legal owner of the property) am responsible for all actions, violation or fines caused by anyone visiting me. I understand, agree and authorize this information to be used by the Association, its agents and security officers.

Signed:	Datada
Signeu:	Dated:

GateKey is an Internet based resident and guest management system for gated communities that is used by Security to control access to the community. This is the ONLY information received by the Security Office, Please do not enter this information into the "connect" website as security does not have access to the management system. GateKey provides you with the ability to update your household's information, manage your guests, and create guest arrival notifications and reports. Your information is immediately available to the Security Office.

Access your account by visiting: www.GateKeyResident.com and entering your login phone number (usually your home phone number) or email address, and password. If you do not know your login and password please contact the Security Office.

Residents can perform the following in the GateKey System:

- 1. Edit Login Information (Phone Number, e-mail, password)
- 2. Select a call-in code
- 3. Add or Edit Contact Information (Phone Numbers, e-mail address, sms text)
- 4. Add or Edit Additional Residents
- 5. Add or Edit Health Information
- 6. Add or Edit Pet Information
- 7. Add or Edit Emergency Contacts
- 8. View Pass History
- 9. View Turn Away History
- 10. Add or Edit Temporary Guests for a day, week, month or up to a year.
- 11. Add or Edit Party Guests
- 12. Add or Edit Denied Guests
- 13. Set Call Restrictions
- 14. Add additional Authorized Users to their account.

Residents cannot perform the following in the GateKey System:

- 1. Add or Edit Permanent Guests (The association limits them to 6 therefor you must complete a resident information form and return it to the security office)
- 2. Add or Edit Vehicle Information
- 3. Add or Edit Directions to residence

If you need further assistance please call Security at 570-739-4158

Or e-mail security@lwbod.com