Baynard Park

GATE ACCESS REQUEST FORM

Owner(s) or Lessee(s) Name: _____

A copy of your current lease will be required to prove valid residency

Property Address: _____

New Owners/Residents: 4-Digit Gate Code Requested: 1st Choice: _____ 2nd Choice: _____

Code requests are not guaranteed as there can be no duplicate entry codes in the system.

Baynard Park Residents only-to open the gates from your phone (*phone # is not displayed*):

Last Name, First Initial: _____ Phone #: _____

Last Name, First Initial: _____ Phone #: _____

☐ **ADD** ☐ **REMOVE** Make: _____ Model: _____ Year: _____ Color: _____ Plate & State: _____ RFID Tag #: _____	☐ **ADD** ☐ **REMOVE** Make: _____ Model: _____ Year: _____ Color: _____ Plate & State: _____ RFID Tag #: _____	☐ **ADD** ☐ **REMOVE** Make: _____ Model: _____ Year: _____ Color: _____ Plate & State: _____ RFID Tag #: _____
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I attest that by submitting this form that I am the current homeowner or lessee for the address listed on this form and that the vehicles listed are registered to members living in my household. I agree that my entire household will abide by all Rules and Regulations of Baynard Park POA and Baynard Park Parkside Recreation Associations. I will keep my access code secure as I understand this will give individuals after-hours access to our community. If my code is compromised, I will immediately request a new code. I also agree to remove all Baynard Park or Parkside decals and associated RFID tags from my vehicles upon their sale or upon my termination of residence or ownership in the communities. I attest that the assigned RFID will be placed on the vehicle it is registered for. I understand that I must update this form if there are any changes in the information provided.

Amount Paid: $_____ ☐ Cash ☐ Check # _____ Date: _____

Rev: 10.23.2020

Baynard Park

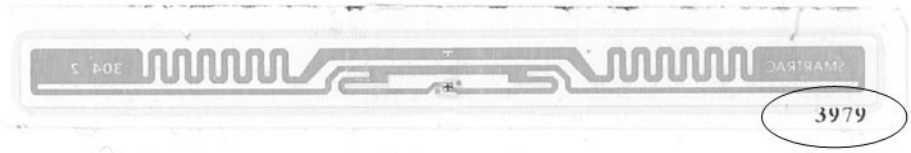
Mail the completed form and payment to:
Baynard Park
c/o Atlantic States Management
PO Drawer 5
Hilton Head Island, SC 29938

RFID Entry Tags

RFID tags will be issued to owners, lessees and residents of the home only. ***Registration must be provided showing proof of ownership of the vehicle and/or residency at the home.***

RFID Tags are $15 each. If you wish to purchase any, please make the check or money order payable to "Baynard Park POA". Include your address in the memo if it is not the address printed on the check.

When trading in or selling a vehicle with an RFID tag installed, be sure to note the RFID number so it can be deactivated. See example below:



If you have any questions, please contact Atlantic States Management at 843-785-3278 or Communications@atlanticstatesmanagement.com.

After-Hours Entry

When a gate attendant is not present, the gates will be closed. There will be three ways of entry: 1) RFID tag on the vehicle; 2) Gate Access Code; and for Baynard Park residents only; 3) Phone number listed as the gate entry contact number for your household *(see front of this form)*.

Gate Access Code

The 4-digit code that is provided to you can be used at the entry box that is located just outside the door to the gate house. Enter in the # sign plus your 4-digit code and the gate will open.

Phone Number / Vendor or Guest Access

For Baynard Park Residents, Guests can use the electronic directory at the entry call box. Your visitor finds your name, then presses "Call". The system will call the telephone number that you have listed on this form. To grant access, just press the number "2" on your keypad. This will send a tone to the entry box to open the gate. This system is compatible with most cell phones and landlines. If you are on your phone when someone calls you from the gate, they will receive a busy signal and be forced to wait and try until your line is open. Please be courteous to the community as your visitor may not be the only person waiting at the gate for access.