

**YOU MUST PROVIDE PROOF OF RESIDENCY WHEN COMPLETING THIS FORM**



**MEADOW POINTE II CDD  
GATE CODE INFORMATION FORM**

*Please Print Clearly*

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Last) (First)

Address: \_\_\_\_\_

Village: \_\_\_\_\_ Phone Number (813 area code only): \_\_\_\_\_

Preferred Four-Digit Access Code: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\*Previous Owner's Last Name or Entry Code: \_\_\_\_\_

*\*By supplying us with either the previous owner's information, we can delete them from the system, allowing entry space for new residents*

Signature: \_\_\_\_\_

The MPII Clubhouse has pedestrian gate keys and remotes available for purchase, check or cash only. Pedestrian Gate Keys are \$4.00/each (Covina Key must obtain key from HOA). Gate Remotes are \$25.00/each. **There will be a minimum of \$40.00 service charge for all returned checks.**

**OPERATION OF GATE CODE**

The resident or guest will enter the four-digit gate code by entering the pound sign (#) first. By entering your gate code, the gates will open. **This is your PERSONAL CODE and should not be given to anyone other than your family.**

The three-digit number beside your name in the call box is a directory number simply indicating your entry number into the system. This does not open the gate, but rings your home phone to indicate that you have a visitor at the gate.

To open the gates from your home, you simply press the number nine on your telephone. This will disconnect the call and should open the gates. If it does not, try holding down the number nine for two seconds. Some phones will emit a weaker tone than others in which the gate receiver may not hear the first time.

The service code is to be used when allowing deliveries or services for your home through the gate. The service code can be obtained from the MPII Office and will give access from 7 am to 7 pm only, Monday through Saturday. The vendor will enter the four-digit gate code using the pound sign (#) first. For more information about the gates, call the Clubhouse at 813-991-5016 during regular business hours.

*TO BE COMPLETED BY OFFICE STAFF ONLY*

Date Received: \_\_\_\_\_ Date Entered: \_\_\_\_\_ Directory Code: \_\_\_\_\_

Device Number: \_\_\_\_\_ Entered By: \_\_\_\_\_