

DISARMING THE SYSTEM

ENTER THE PREMISES. THE KEYPAD WILL SOUND A STEADY TONE TO REMIND YOU TO DISARM THE SYSTEM. ENTER THE CODE GIVEN TO YOU ON THE INSTRUCTIONS SHEET FOR THE RENTAL AND PRESS "OFF". THE RED "ARMED" LIGHT WILL GO OUT, INDICATING THAT THE SYSTEM HAS BEEN DISARMED.

SILENCING THE ALARM

IN THE EVENT THAT THE SYSTEM GOES INTO ALARM, ENTER THE CODE AND PRESS "OFF". IF THE PHONE RINGS, THIS IS THE ALARM COMPANY CALLING TO GET THE PASSWORD. **ANSWER THE PHONE AND GIVE THEM THE PASSWORD.** THE PASSWORD CAN BE FOUND ON YOUR INSTRUCTIONS SHEET FOR THE RENTAL. IF YOU TAKE THESE STEPS THE POLICE WILL NOT BE CALLED.

ARMING THE SYSTEM WHEN LEAVING

BEFORE ARMING THE SYSTEM, MAKE SURE THE GREEN STATUS LIGHT IS ON. THIS INDICATES THAT ALL OF THE ZONES ARE SECURE. IF A ZONE LIGHT IS ON (1-8), THIS INDICATES THAT A CORRESPONDING ZONE IS OPEN. CHECK ALL DOORS. THE #4 IS THE MOTION DETECTOR; GIVE IT A MINUTE TO GO OFF.

ENTER YOUR CODE AND PRESS "ON". THE GREEN "STATUS" LIGHT WILL GO OUT; THE RED "ARMED" LIGHT WILL LIGHT.

LEAVE THE PREMISES THROUGH THE POOL SIDE ENTRANCE DOOR. IF THE KEYPAD GIVES A STEADY CODE YOU HAVE TAKEN TOO LONG. ENTER THE CODE AGAIN TO DISARM THE SYSTEM AND RE-ENTER THE CODE AND LEAVE. RETURN THE KEY TO LOCKBOX.

IF YOU HAVE ANY PROBLEMS, CALL ONE OF THE FOLLOWING PHONE #'S

CHARLOTTE BOSWELL – (985) 237-9557
JIM ROWALT – (985) 867-8305

CHECK LIST FOR THE HOMEOWNER

BEFORE LEAVING THE PREMISES

- Have you put your trash in the Waste Management containers on the side of the clubhouse? If the container is full, move to area in front of storage building in Southeast corner of parking lot.
- Have you turned the heat/air thermostats to “RUN”?
- Are all the lights off?
- If you did not have to pay the usage fee, please clean up your mess, straighten the furniture and vacuum the floor.
- Make sure the inside bathroom doors are locked; these 2 doors are connected to the alarm system.
- Return the key to the Lockbox. You have to push the clear button down and then enter the Lockbox code and hold down the open tab to get the Lockbox cover on the Lockbox.

THANK YOU FOR YOUR COOPERATION!!!!