

DEERCREEK COUNTRY CLUB OWNERS
GUEST GATE ACCESS INSTRUCTIONS SHEET

EFFECTIVE JANUARY 15, 2019

SMART PHONE APP <i>(the easiest and preferred method)</i> <ul style="list-style-type: none">- On your cell phone access your app store and download the free app "GateAccess.net" (by Design, Inc)	<ol style="list-style-type: none">1. Select Community Code: DCCOA from the drop-down list <i>(Check Remember Choice!)</i>2. Enter your User Name and Password Pin - and login.<ol style="list-style-type: none">a. User Name = your 10-digit primary phone number no spacesb. Password = your Security Pin Number
COMPUTER <ul style="list-style-type: none">- Go to Deercreek Country Club HOA Website: www.deercreekcc.com- Click on "Gate Access" in the top menu bar	
VOICE AUTHORIZATION (904) 363-2147	<ol style="list-style-type: none">1. Dial from any phone: (904) 363-21472. Enter your Password Pin3. Follow the prompts. DO NOT hang up until told to do so or your authorization will not be recorded. You can authorize a guest for:<ul style="list-style-type: none">- Today (press 1)- Tomorrow (press 2)- Today <i>and</i> tomorrow (press 3)- Any beginning and ending date you want (press 4)



Authorize Guests

My GateAccess.net Community Code: **DCCOA**

My GateAccess.net User Name: _____ Password Pin: _____
Your Primary Phone # *Your 4 Digit Pin#*

Deercreek Voice Authorization (904.363.2147) Password Pin _____

Forgot your User Name, Password Pin?

Go to www.deercreekcc.com and Click on Gate Access. Enter all required fields of information and press Submit. You will receive an email with your log in information within 24 hours.