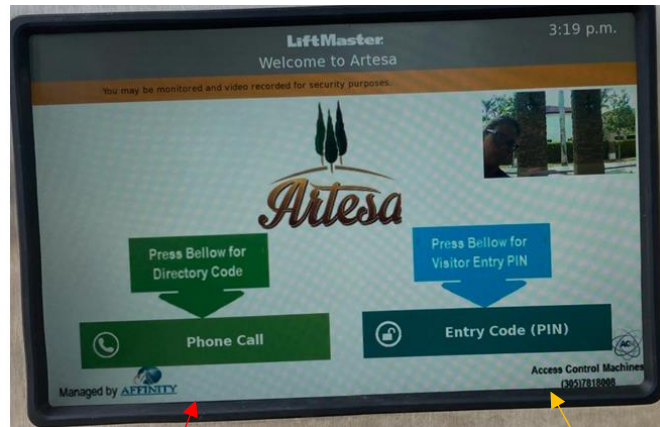


## HOW TO USE THE CALL BOX AND THE MYQ COMMUNITY APP

The image below shows the call box at the front gate in the visitor's side. The "directory code" should be entered on the left side and a "pin" should be entered on the right. Note the "directory code" will call the corresponding resident for access approval and the "pin" will give the guest immediate access into the community. Please instruct your visitors before they arrive to the gate to help avoid traffic at the gate.

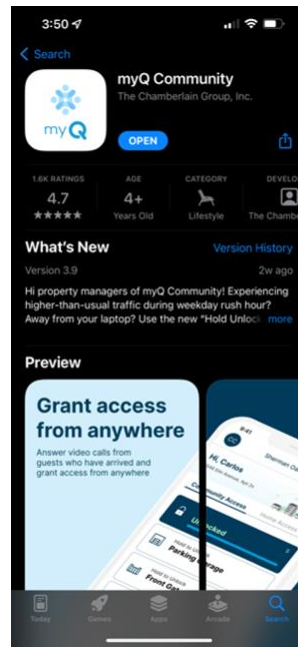


Directory code

Pin

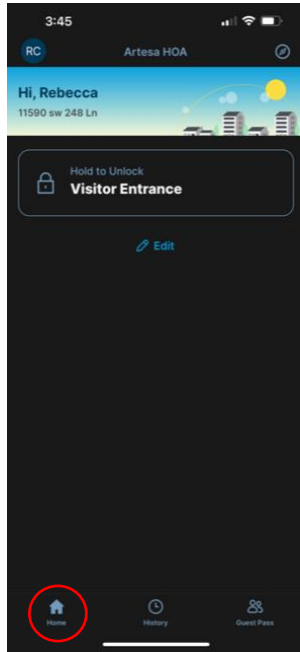
If you do not know your "Directory Code" please contact the Artesa office.

To create a "pin" for your guest you will need to download the "myQ Community" app from the email invitation sent by "myQ community" please note it is one app per household as license are limited.

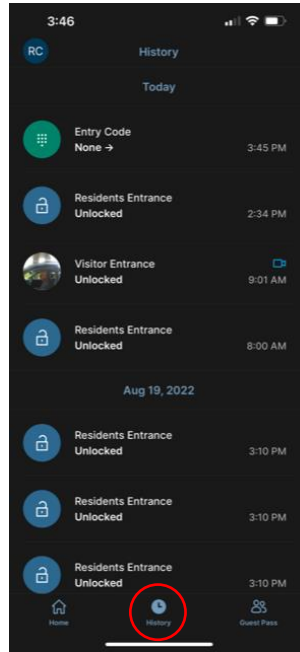


# HOW TO USE THE CALL BOX AND THE MYQ COMMUNITY APP

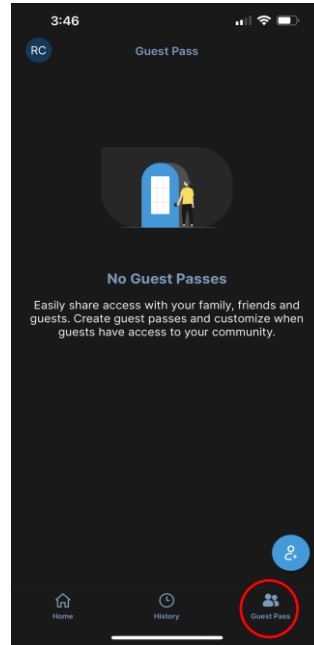
## How to create a “Pin” in the “myQ Community” app



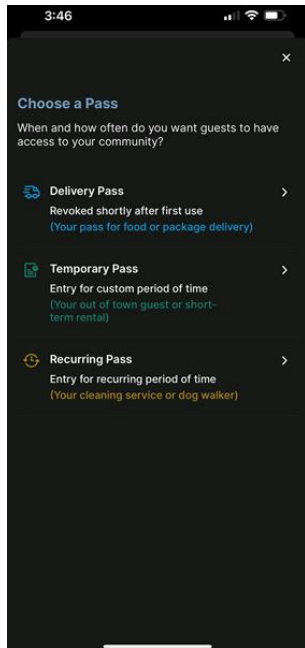
Home page



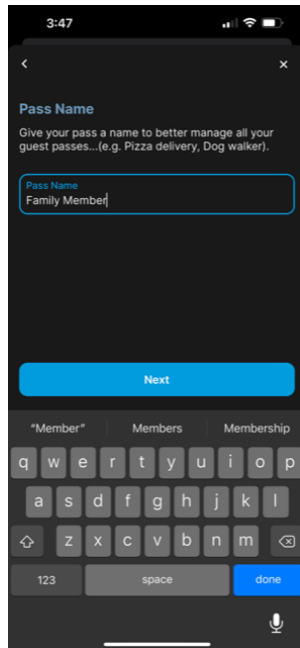
History Page



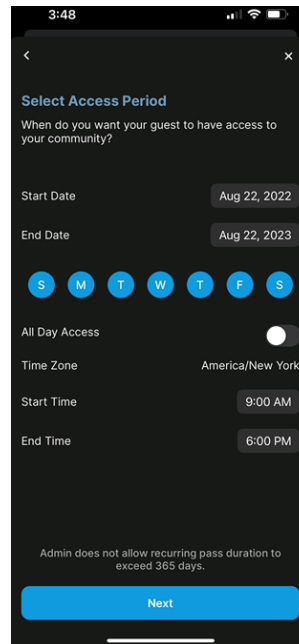
Guest Pass Page



There are three different kinds of passes. Select one and create a pin for a guest.

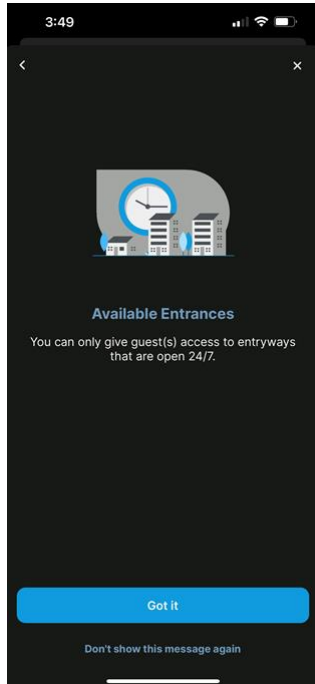


Insert name

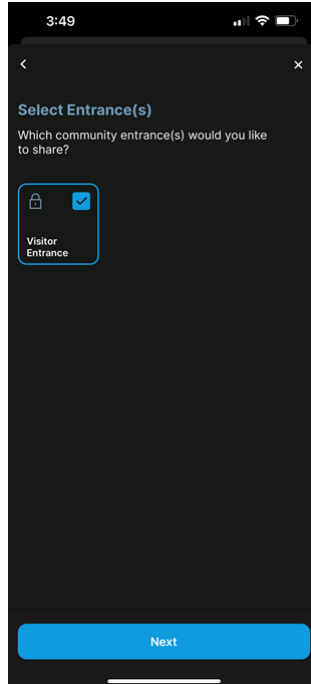


Set parameters for pass.

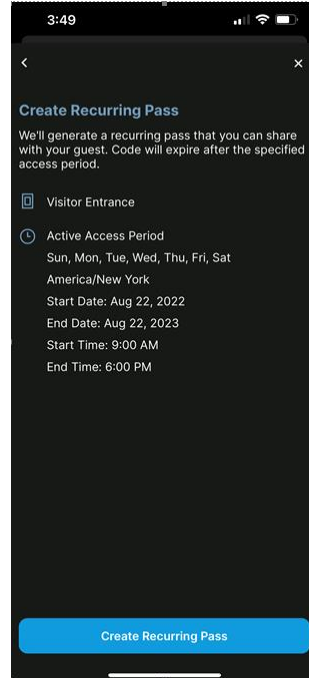
## HOW TO USE THE CALL BOX AND THE MYQ COMMUNITY APP



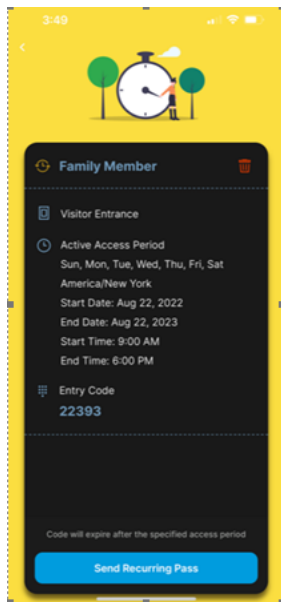
Select "Got it"



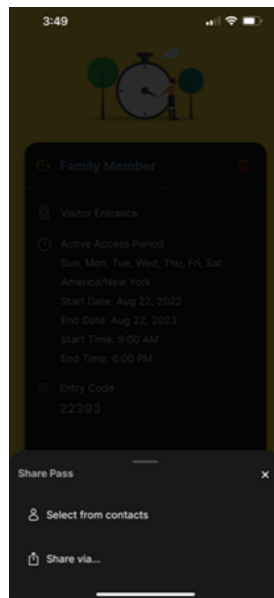
Select "Visitor Entrance" and then "Next"



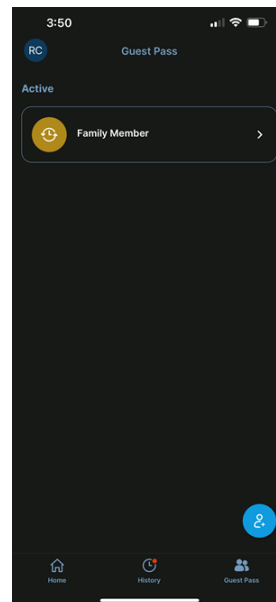
Select "Create Recurring Pass"



Pin will be created.



Send to guest directly.



The Pass will show in the "Guest Pass" Section.

**\*\*If you have a large vehicle (Boat, Trailer, & Moving truck) or any vehicle that is greater than 15 feet in length you will need to purchase or program a key fob at the clubhouse.**