

## Enterphone System Set-up and Changes

The Enterphone system at 151 West 1st Avenue is accessed through an active phone line. This phone line can either be a land line in your unit or your cellular phone. To activate the intercom system for your unit, we will need to know the phone number that you wish entered in the system. This is the phone that will be buzzed when your visitors come to the building and want access. Please hold down the '6' key to let your visitors in.

We highly recommend that your land line be used and your cellular number be used only if you will not be having a land line in your unit.

We also require the name you wish noted on the directory.

Please note below your unit number in addition to the phone number and the name you want on the directory. The Enterphone system for your unit cannot be activated until we have this information.

Please also note (especially for members not intending to use a landline), that the system can be set up to buzz up to two numbers when visitors use the intercom system.

Date: \_\_\_\_\_

Unit Number: \_\_\_\_\_

Phone Number (1): \_\_\_\_\_

Phone Number (2): \_\_\_\_\_

PLEASE PRINT the name you wish to appear on the directory below:

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20

Note: Capital letters and lower-case letters are available; hyphens, slashes ("/") and ampersands ("&") can also be used. Accented characters are not possible.