

# **AMENDED ENTRY AND EXIT PROCEDURES FOR THE ESTATE**

## **To All Owners**

**BRHOA has received three official complaints regarding the restriction of vehicles per stand and the unannounced visitors - No Code No Entry, therefore the Directors and committee have put this on hold until the upcoming AGM.**

## **The below information remains in place.**

**On the 20<sup>th</sup> June 2016 all owners/tenants who have had their remotes disconnected due to outstanding levies will no longer have access to the intercom, whereby the guardhouse phones them and 9 is pressed on the cell and entry is allowed. All your details will have to be written in a log book. Your visitors and deliveries will have to phone you and you will have to walk up to the guardhouse to let them in. Your cell numbers are also disconnected on the intercom system therefore in order to avoid this process, it will be up to you to make sure that your levies are up to date. You and your visitors/deliveries will receive an entry card, the card must be handed back to security on exiting, should the card get lost R20.00 fee per card will be charged to your account.**

**In the case of an emergency all owners/tenants will be required to contact the estate manager immediately to arrange for access and parking with security. For special circumstances/functions, so too must owners/tenants contact the estate manager to arrange for access and this is to be done **14 days prior to the date as per MOI 4.13.7/4.13.8 clause.****

**Owners who are selling their homes, the entry and exit for the estate agent and potential buyer remains the same. As a reminder if you are having a show house you must notify the estate manager – George - by no later than the Wednesday before the show day. Access will be denied should this not be in place.**

**Thank you**

**Directors & Committee**

**BRHOA**