

**Tek-ENTRY® Telephone Entry System—Operating Instructions**

A TekTone® Tek-ENTRY® Telephone Entry System has been installed in your building to provide increased security for yourself and your family. The system provides communication and entry control using your telephone.

Your visitor will find your name and assigned dial code number on the directory near the Tek-ENTRY® System.

When the visitor enters your dial code number, the Tek-ENTRY® System will automatically ring your suite. You can answer from any telephone.

Answer the call and establish the identity of your visitor. The call will automatically cut off after a preprogrammed time period.

If you want to allow your visitor to enter, simply dial or press “9” on your telephone. This will unlock the entrance to your building or complex. You will hear a tone indicating the lock has been released. After hearing the tone, you may hang up.

To deny entry, simply hang up. Do not dial “9.”

If you are on the phone when a visitor calls you from the Tek-ENTRY® System, they will get a busy signal unless you have “call waiting” service assigned to your telephone.

**Optional Entry Code Use**

If the box below is filled in, you have been assigned your own entry code. Entering this code on the Tek-ENTRY® System keypad will allow you to enter the building without a key. When using this code, it is not necessary to pick up the handset. Press the “#” key, and then the four-digit number. Your code will not appear on the display.

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