

Intercom Guide

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Your intercom entry is associated with a **phone number** and a **dial code**. This **dial code** can be supplied to family, friends or other visitors, and will provide the means for you to grant them access when they are at the intercom.

Your visitor will arrive at the intercom, they may scroll through the entries to find your name, or they may enter the **dial code** if you have already given it to them.

The intercom will dial your associated phone number.

To allow entry, you will press 9 on your phone's keypad. The entrance will unlock temporarily for your visitor to enter the building.

To deny entry, you will press 7 on your phone's keypad, or simply hang up. The entrance will remain in a locked state.



If you have requested your intercom entry to be **hidden**, the **dial code** will continue to work as above. The only difference is that visitors will not be able to find your entry by scrolling through the intercom.

Please note that you are responsible for any visitor you allow access. Only allow access when you are confident of the identity and purpose of the visitor.
