

# QuickPass Now Available for Smart Phones!

From your phone's web browser go to <https://m.quickpass.us>  
It's not technically an "App" but looks and works just like one!  
Don't forget to bookmark it for quick & easy access.

## Quick Tips for QuickPass

### Event Codes for Parties

If you need an access code for more than one guest at one time please call ES dispatch to obtain an Event Code that can be used for parties or large groups. This Event Code will expire at midnight on the day for which it is issued. ES dispatch: 303-688-6447.

### One Time Access Code for Guests

Sundays have been turning into very busy visitor days resulting in a high call volume to ES dispatch. To expedite your guests into the Village please utilize QuickPass for guest clearance. Residents may obtain a one-time use access code for multiple guests for a party or special event by contacting Emily at 303.952.0924 with 72 hours notice.

### Event & Duration Codes

All event codes must be issued by the ES Administrator, Emily Ostby contact her at 303-952-0924, M-F, 7am—4pm.

### Guest Arrival Notification by Email

When entering in your guest's names for clearance at the gates there is a notification check box in QuickPass that will allow you to be notified via email once your guest has arrived at a staffed gate.

### Customize Directions to Your Home

Help your guests find your home faster! Use QP to customize directions (ie. "third house from the left) and then email it directly from QP to your guest.

### How To Use Access Codes

Make sure your guests know that access codes are 4 numbers long with a # key in the front and a \* key at the end. For example: #1234\* If an access code is incorrectly entered three times in a row the pad will be temporarily locked from use.

### Access Codes are Assigned to Gates

Please be specific as to what gate you or your guest will enter when using an access code. Access codes are assigned to the gates corresponding to either the north or south side of the Village depending on where the address is that your guest is going to visit.

### Classify Your Guests & Visitors

**How to classify your guests & visitors:** (1) "temporary" visitors: may come in and out of the Village throughout the day, (2) "One time" visitors (ie: delivery people) may only enter the Village one time and one time only.

### Verbal Validation Code

A new security measure requires a verbal validation code when you call in to dispatch to clear your guests. Make sure to select a verbal validation code on the QP website.