
MILL CREEK CONDOMINIUM ASSOCIATION, INC.

*c/o The Select Group, Inc., 2224 Virginia Beach Blvd., Suite 201, Virginia Beach, VA 23454
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GATE DIRECTORY INFORMATION & PROGRAMMING FORM

Please complete the information below and return this form to our office as soon as possible so that your visitor access code can be programmed.

Name: _____

Address: _____

City/State/Zip: _____

Please fill in
your phone
number in the
appropriate
blank

*Home Phone: _____

*Cell Phone: _____

*Work Phone: _____

*You may use a local or long distance phone number and that number maybe a landline or a cell number. We recommend using your cell number so that you can open the gate at any time whether you are at home or away. Only one (1) phone number can be programmed per household.

Your last name will appear on the gate directory unless there is another homeowner with the same last name. If this occurs, then your first initial with your last name will appear on the gate directory.

Please contact The Select Group for your gate code to allow visitors into the community after the gate closes each evening.

When this completed form is received by our office, we will contact, via email, the resident that handles programming the gate. This person will program the gate and contact you to, after 7:00 pm, ensure you are able to open the gate.

Please refer to the enclosed directions for opening the gate for visitors. If you have any questions, please feel free to contact our office.