

How To Use Your Door Code

Prior to your rental date you will be provided with an entry door code, a four digit Personal Identification Number (PIN) that is unique to your event.

Your PIN will lock/unlock the entry door just like a physical key on your specific rental date, during your specific rental hours only.

Using your PIN is simple:

- To Unlock: Enter your PIN on the entry keypad during your rental hours and the door will flash green, unlock, and be in passage mode. This means the door will remain unlocked until you re-enter your code, or your time expires.
- To Lock: Enter your PIN on the keypad when the door is unlocked. The door will flash green, remain unlocked for 15 seconds, and then leave passage mode and lock.

Your code will remain valid through the end of your rental period, you may lock/unlock as many times as you like.

If you are inside the building when your code expires, you will still be able to exit, but you will be unable to unlock the door from the outside. Be aware of the time and do not let your things get trapped inside.

Your PIN is unique to your event and the door tracks entries and exits. You can give your code to other members of your party, but be aware that you are responsible for its use, just like a key.