



Gate Incident Procedure

BellaVita at Green Tee is a gated community which provides controlled access to the community for the benefit of its homeowners. However, gates, like any other mechanical device, are subject to malfunction from time to time. In addition the gates do not operate like toll booths and will not respond in the same fashion – the arm may fall between cars until activated by a signal from a remote or EZ-Tag. Please remember that **neither the BellaVita Homeowners Association nor its Directors are responsible for any damage that may be caused to personal property by the gates at BellaVita at Green Tee.**

In the rare event of a malfunction resulting in damage to your vehicle and/or to the gate, please remember to follow this procedure:

1. Notify the Clubhouse as soon as possible (within 24 hours)
2. Obtain the names and contact information of any and all witnesses
3. Complete an incident form within 24 hours (available at the clubhouse)
4. Notify your insurance company within 24 hours (regardless of who you may feel is or should be responsible) and follow their instructions – they will help you repair any damage and, in the event they feel there is liability, subrogate* against the association's insurance.

Taking these steps will help you obtain any needed repairs as quickly as possible and let the insurance companies sort things out.

* Subrogate: Your insurance will work with you to obtain necessary repairs and will coordinate with BellaVita's insurance in an effort to obtain full reimbursement (including your deductible) if possible. Your insurance agent can be a very effective advocate for you in this process.