

POOL PASS INSTRUCTIONS

Before filling out the application here are some key points to remember.

- 1.You must download the Brivo Mobile Pass from the App Store (free download)
- 2.You need a email that you have access with your phone and your phone biometrics need to be turned on. (that is where you need a code, fingerprint or face recognition to unlock your phone)
- 3.You will also need your account number. You can find your account number on Crest-management.com by logging into the homeowner portal and viewing your account.
- 4.ONLY upload your headshot if you did not have pool access last year. This applies ONLY to homeowners. ALL RENTERS MUST UPLOAD HEADSHOTS EVERY YEAR ALONG WITH A COPY OF THEIR CURRENT LEASE. Remember when uploading your headshots, no sunglasses or hats to be worn.
- 5.You will need to fill out another application checking the appropriate box for 14+-17 child household nonmember or adult 18+ household nonmember. (when filling this type of application out it is fine to put their information under member name and if you have 2 applying to use applicant)
- 6.We will be helping in person by appointment only. To do this you must request via email allee74matt@gmail.com
- 7.Once your application has been processed you will receive a text message that you have been completed. YOU WILL ONLY RECEIVE A NEW ACCESS CODE IF YOU DID NOT HAVE BRIVO LAST YEAR. (if you got a new phone and need a new access code please turn in a request)
- 8.You must be current on your dues or on a current payment plan (not a payment plan w/attorney)
- 9.Click Link or use QR Code

Let's Have a Great Pool Season!!!