

residence\_name  
Apt. 101

This is a name for the residence,  
It might be the family name,  
specific apartment,  
house name, etc.

residence\_email  
resident@email.com

Your unique email address  
for the primary resident at  
that address

Complete the spreadsheet accurately and  
completely with all your residents' details and  
triple check everything is accurate.

Save it in WINDOWS .csv format and return it to  
use named with the name of your community.

On the launch date the admin can upload it and  
invite all the residents to activate their  
GateKeeper accounts, download the app  
and add their profiles to the system.

residence\_contact\_person  
Tom Resident

residence\_phone  
123-123-1234

The primary resident's  
name

Their phone number

residence\_address

1 Your Street, Your Town, State, ZIP

Their address

residence\_desc

Please add info about your home here.

You can really leave this field blank  
or just advise they can use it to to store  
anything of use to them.