

## Tapkey manual

Dear guest,

We would like to inform you about our digital key system. Extra keys and possibly losing keys are a thing of the past. Below is a step-by-step plan that you can go through at home so that you have easy access to your home upon arrival. It is important that you go through the steps below before arriving on Texel.

### Installation

1. Go to the [App store](#) (iPhone) or [Play Store](#) (Android). Click on the image or find Tapkey app to install it.



2. You will now enter the login screen of the Tapkey app. Click on [Continue with Email](#).

3. You will see the following screen and press 'create an account':

The screenshot shows a registration screen with a blue background. At the top, it says 'Aanmelden'. Below that are two input fields: 'E-mailadres' and 'Wachtwoord'. A white button with the text 'AANMELDEN' is centered below the fields. At the bottom, there is a link 'Is Tapkey nieuw voor u? Maak een account aan' and another link 'Wachtwoord vergeten?'.

4. Enter the **e-mail address that is known** to us and create a self-chosen password. If you wish to use a different e-mail address or your address is an automatically generated e-mail address, you can change this in your personal area under travel group as explained in the welcome e-mail, or you can contact us by phone or e-mail to have this to change.

5. Click on the check mark that you agree to the terms and conditions and click on the "Create Account" button

6. You will now receive a confirmation link via e-mail. Open your email and click on the link to complete your registration. (note! Depending on your settings, it may end up in the SPAM box)

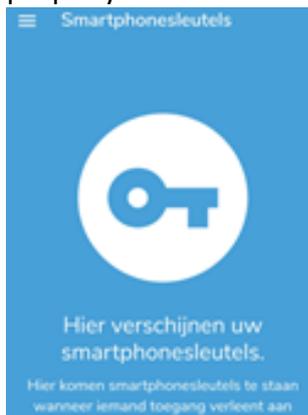
7. now click "PROCEED TO SIGN UP" in the app and sign in with the previously provided Email and Password, click "Sign In". You are now logged in and have completed the installation!

### Your fellow travelers

You can install the app on different phones and log in to the Tapkey app with the same e-mail address and password. You can also choose for each fellow traveler to create their own account. It is important that the email address of your fellow traveler is added to your personal 'my environment' under travel group, or contact us. This way, all guests staying in the house with you can open the door during your stay.

### Use of the app

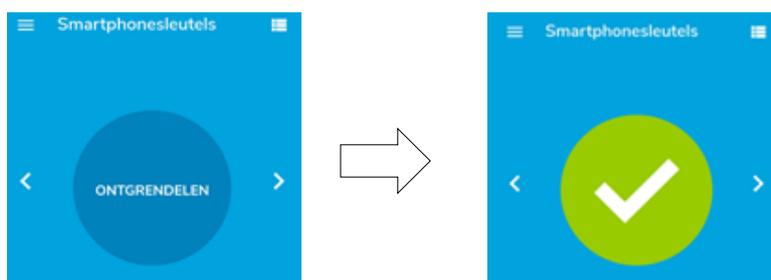
After installation you will see the following message on screen, the app is now installed properly:



On the day of arrival, the automatic key will automatically become visible in the app, from approximately 11:00 am. You don't have to do anything for this. The notification in your phone then changes to:



You have now arrived at your home, keep your phone with the installed app at hand. Open the Tapkey app on your smartphone and press and hold the round "UNLOCK" button until the lock button flashes green.



Turn the knob to open the door. *Welcome to your holiday home!*

When you leave the house you can repeat the same steps: press unlock and when the lock flashes green you can lock it again.

If you need help, you can of course contact us, we will be happy to help you.

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