

Create an Access Control holiday schedule

GoSafer Security Knowledge Base

This operational reference is organized for GoSafer Security customers and staff. Alarm.com product names are retained where required for technical accuracy.

Overview

The Holiday Schedules feature allows users to pause specific Access Plans to prevent specific users entry to specific doors on the selected dates.

Platform	App + Web
Content type	How-to / Configuration
Source last updated	2026-04-22

Procedure

To create an Access Control holiday schedule using the Alarm.com app

1. Log in to the Alarm.com app.
2. Tap [Menu].
3. Tap User Access.
4. Tap Actions.

In Actions, tap Manage Holidays.

1. Tap Add.

In the Name field, enter the desired name for the holiday.

In Date, select the date of the holiday.

1. Tap Save.

In Access Plans to Pause, tap to select either option for any Access Plans

Active for plans to still have access during holidays.

Paused for plans that should not have access on holidays.

1. Tap Save.

To create an Access Control holiday schedule using the GoSafer Security customer portal (powered by Alarm.com)

1. Log in to the GoSafer Security customer portal (powered by Alarm.com).
2. Click User Access.
3. Click Access Plans.
4. Click Actions, then click Manage Holidays.
5. Click Add.

In the Name field, enter the desired name for the holiday.

1. Click [Date Picker], then select the date of the holiday.
2. Click Save.

In Access Plans to Pause, click to select either option for any Access Plans

Active for plans to still have access during holidays.

Paused for plans that should not have access on holidays.

1. Click Save.

Source and support

For GoSafer Security assistance, visit gosafersecurity.com.

Original Alarm.com reference:
https://answers.alarm.com/Customer/Website_and_App/Commercial/Access_Control/Create_an_Access_Control_holiday_schedule

Always verify safety, installation, compatibility, and current UI details against the original manufacturer documentation before operational use.

Revision #1

Created 2026-09-01 00:29:50 UTC by Jerdenn Calag

Updated 2026-09-01 00:29:50 UTC by Jerdenn Calag