

SENTRILOCK LOCKBOX SYSTEM

Section 1. Authority. The Association of REALTORS® shall sponsor, on behalf of its members, the use of its Members, a Sentrilock Lockbox System that shall be subject to the Bylaws of the Association of REALTORS® and such Rules and Regulations as may be hereinafter adopted.

Section 2. Purpose. A Sentrilock Lockbox System is a means by which authorized REALTOR® Members may purchase Key safes from the association for placing the Key safe on a listed property.

Section 3. Participation. Any REALTOR® Member or Affiliate Member who is a principal partner, corporate officer, or branch manager acting on behalf of the principal, shall be eligible to participate in the Sentrilock Lockbox System upon agreeing, in writing, to conform to the Rules and Regulations thereof and to pay the costs incidental thereto.

Section 4. Use. The Authorized User may use the Lockbox System and any Lockbox Association/Board provides to and registers to the Authorized User in connection with the Authorized User’s normal and customary activities, while acting as a real estate agent, appraiser or other Association/Board-approved Authorized User within the terms and conditions outlined in this Agreement. Association/Board may, at its discretion, require Authorized Users to replace the SentiLock Lockboxes with replacement SentiLock lockboxes compatible with the system.

Section 5. Authorized Users. REALTOR® and REALTOR-associate® and every non-principal broker, sales licensee, or certified appraiser affiliated with a REALTOR®, shall be eligible to hold a key subject to the execution of a lease agreement with their respective association. Authorized users must maintain a current real estate license or appraiser’s license in the jurisdiction where they are using the Lockbox and/or App and promptly notify his/her Association should they cease to hold a valid license. Unlicensed personal assistants, and administrative clerical staff, who are under the direct supervision of the designated REALTOR or their licensed designee, upon membership application, are eligible to lease an electronic key and or purchase an Electronic Lockbox.

- **AFFILIATE KEY:** Only Appraisers and Home Inspectors who are Affiliate members may be allowed an affiliate key. Other real estate-related affiliates must check with their respective board, where they hold membership, regarding the availability of an Affiliate Key.
- Affiliates may only enter properties with an appointment through the listing agent.
- No affiliate shall disclose the flex code # with any other member of the Association.
- Any violation of the above rules will result in a minimum of \$1,000 or a maximum of \$15,000, and/or service termination.
- Use the App only to gain authorized entry into real property under the exercise of authority or responsibility derived from the agency, subagency, or other legally recognized brokerage relationship granted by the owner in the listing agreement or offer of cooperation by the listing agent, or from an appraisal relationship with the owner or contract buyer.
- **Reporting Misuse:** To maintain the integrity of the electronic lockbox system, the participant and licensee agree to immediately report any action that would violate the terms and conditions of this or any lockbox agreement.

By signing below, I agree to abide by the above rules & regulations as stated above.

License Number

MLS ID

Printed Name

Signature

Date