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## **Mainstreet Organization of REALTORS®** **Sentrilock Smart Card Agreement and Notice**

An electronic lockbox system is important for both the homeowner and the REALTOR®. Sentrilock lockboxes offer unique options for access control, security, and data management.

It is important that you understand the security the system provides to clients and the responsibility of the Smart Card holder.

1. **SECURITY OF SMART CARD:** Smart Card holder agrees:
  - a. To keep the Smart Card in Card holder's possession or in a safe place at all times;
  - b. To not allow your PIN Number (or personal ID Number) to be attached to the Smart Card (see fines);
  - c. To not loan your Smart Card to any person, for any purpose whatsoever, or permit the Smart Card to be used for any purpose by any other person (see fines);
  - d. To follow any additional security procedures as may be specified by Mainstreet Organization of REALTORS®.
  
2. **SECURITY OF LOCKBOXES:** Smart Card holder agrees:
  - a. To provide access codes for any lockbox **ONLY** to authorized person(s) (see fines);
  - b. To review Mainstreet Organization of REALTORS®, "Lockbox Best Practices."
  
3. **AUTHORIZATION:** Smart Card holder agrees to secure the prior authorization from the owner or tenant in possession of any property listed for sale or lease prior to the installation and use of a Lockbox on such property.
  
4. **FINES:** Smart Card holder shall pay a \$1,000.00 fine for each breach in the security of the Sentrilock System by:
  - a. Attaching your PIN Number to the Smart Card;
  - b. Keeping your PIN Number with the Smart Card;
  - c. Loaning your Smart Card to another person;
  - d. Providing any code for any lockbox to any unauthorized person(s).

Mainstreet Organization of REALTORS® is committed to maintaining the integrity of the Sentrilock System to ensure that you and your customers receive accurate records.

I have read the above information and agree to abide by this and any additional security procedures as may be specified by Mainstreet Organization of REALTORS®.

**Signature:** \_\_\_\_\_

**Member Number:** \_\_\_\_\_

**Dated:** \_\_\_\_\_