



**Downers Grove**  
6655 Main Street, Downers Grove, IL 60516  
630-324-8400 Phone  
630-324-8401 Main Fax  
630-324-8402 Membership Fax  
630-324-8403 Education/Technology/Store Fax

**Naperville**  
1815 Diehl Road, Suite 800, Naperville, IL 60540  
630-324-8400 Phone  
630-596-1303 Fax

**Tinley Park**  
16345 S. Harlem Ave, Suite 200, Tinley Park, IL 60477  
630-324-8400 Phone  
708-342-0620 Fax

## DIRECTIONS FOR NON MEMBER SENTRILOCK SUBSCRIBER AGREEMENT

Thank you for your interest in becoming a Sentrilock subscriber through the Mainstreet Organization of REALTORS®. Below are 3 options to choose from:

1. Mail completed application and user agreement with check or credit card information to:  
Mainstreet Organization of REALTORS®

6655 Main Street  
Downers Grove, IL 60516  
Attn: Sentrilock Manager

Email photo in jpg format to: [sentrilock@succeedwithmore.com](mailto:sentrilock@succeedwithmore.com)

Once the information is processed your equipment will be mailed to you or you can visit one of our 3 locations to pick up your Sentricard and reader.

2. Fax in completed application and user agreement and credit card authorization to:

630-324-8402 attn: Sentrilock Manager

Email photo in jpg format to: [sentrilock@succeedwithmore.com](mailto:sentrilock@succeedwithmore.com)

Once the information is processed your equipment will be mailed to you or you can visit one of our 3 locations to pick up your Sentricard and reader.

3. Visit one of our 3 locations with your completed paperwork and a MORE Sentrilock Specialist/Member Care Specialist will assist you on a first come-first served basis

**If you choose option 1 or 2 please indicate below which location you will be coming to:**

Naperville \_\_\_\_\_ 8:30-5pm closed daily 12-1pm (M-F)  
Tinley Park \_\_\_\_\_ 8:30-5pm Closed daily 12-1pm (M-F)  
Downers Grove \_\_\_\_\_ 8:30-5pm (M-F)



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**Naperville**  
1815 W. Diehl Road, Suite 300, Naperville, IL 60563  
630-324-8400 Phone  
630-428-8470 Fax

**Tinley Park**  
16345 S. Harlem Ave, Suite 200, Tinley Park, IL 60477  
630-324-8400 Phone  
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All fields below are required in order to process paperwork

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Name of Office \_\_\_\_\_

Office MLS ID # \_\_\_\_\_ My MLS ID #: \_\_\_\_\_

Billing/Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

E-mail Address \_\_\_\_\_

What Primary Association do you belong to? \_\_\_\_\_

**TERMS AND CONDITIONS OF KEYCARD ONLY MEMBERSHIP**

I, \_\_\_\_\_ wish to obtain Sentrilock Smart Card services through the Mainstreet Organization of REALTORS®. I agree to the following:

1. I will pay a quarterly lease fee and sign appropriate paperwork. The quarterly fee will be billed in four equal installments per quarter in the months of Jan, April, July and October of each year in the amount \$35.00 per quarter.
2. I understand there will be no refund once the quarter begins if I terminate my services with MORE.
3. I understand that I must maintain a current and active status with my primary association in order to maintain my services for the Smart Card. Should my status change I understand my Smart Card will be terminated immediately and may be subject to a reinstatement fee.
4. Upon signing this agreement I will pay the following fee at time of issuance:
  - A. \$40.00 activation fee (includes photo smart card and sentrilock reader)  
(I understand I do not need to return this equipment should I terminate my services with MORE).
  - B. Quarterly usage fee of \$ \_\_\_\_\_ (prorated monthly). Please call the assn for fee amount.
5. **I understand I cannot share my Smart Card with anyone, or I will be assessed a \$1,000 fine.**
6. I understand the Sentrilock Lock boxes can be purchased thru MORE's REALTOR® store at members pricing.

Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Credit Card Payment: Visa ___ MC ___ AMEX ___ Discover ___ Amount \$ _____
Credit Card Number: _____ Exp. _____
Credit Card Billing Address (required) _____ Address _____ City, State, Zip _____
Authorized Signature: _____



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