



Non-ORRA Member, Non-Reciprocal, SentiKey Application

Date: _____ NAR ID _____
Name: _____ RE License #: _____
Office: _____ License expiration date: _____
Email: _____ Phone #: _____
Primary Association: _____

If you are an ACTIVE licensed Florida real estate agent and are a member with an Association that does not have reciprocal agreement with ORRA, and would like to show property within ORRA's territory you may apply for a non-member, non-reciprocal SentiLock SentiKey.

By signing below, you agree to subscribe to SentiLock, to pay the monthly subscription fee, to abide by ORRA's key/lockbox rules and regulations, and to the \$100 activation fee. (The monthly lease amount will be collected by SentiLock and is subject to change.)

Credit card # _____ Expiration date _____ Security code _____

Billing address _____ City _____ State _____ Zip _____

Keyholder signature _____ Print name _____

Email application to lockboxes@orlandorealtors.org

Allow 24-48 hours for processing. Once processed, you will receive a welcome email from SentiLock with instructions on how to activate your key.

TO CANCEL: You **must** email lockboxes@orlandorealtors.org

Possession of SentiLock SentiKey App: Must hold an active real estate license in the state of Florida. Each Keyholder may possess **ONE SENTRIKEY** at a time. A mobile device can transmit a key to access a lockbox using standard protocols, including Bluetooth, Face recognition and others and must contain security controls to allow only authorized users access to the lockbox.

Subscription:

1. Activation:
 - An activation fee is a one-time charge that may be applied when a new SentiKey is being activated. This fee covers the costs associated with setting up the account.
 - A reactivation fee may be applied when a SentiKey is being reinstated after it has been suspended or deactivated due to non-payment or other reasons. This fee covers the costs associated with re-establishing the account and ensuring that it is in good standing.
2. Payment:
 - When you activate your SentiKey, you are charged a prorated amount for the remainder of that billing period. After that, a monthly payment is automatically charged.
 - Failure to make the payment will result in deactivation of your subscription, which would prevent you from being able to use the SentiKey service until the payment issue is resolved.

Security of Equipment: It is necessary to maintain the security of the Personal Identification Number (“PIN”) of the SentiKey app to prevent the use of the key by unauthorized persons. Each member in possession of SentiKey access, whether it is being actively used or not, shall abide by the following conditions:

1. To always keep the SentiKey in such party’s possession or in a safe place; If a key has been lost or stolen, keyholder must notify the ORRA in writing within 48 hours.
2. This is not a long-term contract, and you may cancel the service at any time.
3. The SentiKey may never be used by anyone other than the issued keyholder, regardless of license status or relationship to the issued keyholder. Allowing another to use your SentiKey will result in a fine and/or suspension.
4. Not to allow the PIN for the SentiKey to be accessible by any third party.
5. Not to share, lend, or transfer the SentiKey to any other person or entity, or permit any other person or entity to use the SentiKey for any purpose whatsoever.
6. Not to duplicate the SentiKey or allow any other person to do so; and
7. Not to share or lend the code for Keyboxes to any other individuals and entities, whether or not they are authorized users of the Service.
8. Prior written authorization to install or use a Keybox must be obtained from the property owner.
9. Entry is granted by the listing salesperson/broker.
10. Keyholders shall not access or use, or permit or enable others to access or use, listed or managed property on terms or conditions other than those authorized by the owner.
11. Extreme care shall be used to ensure that all doors to the listed property and the Keybox are locked, and keys must be returned to the Keybox prior to leaving the property. The keyholder shall never give access to the property to anyone at any time, including another agent.
12. Leaving the lockbox on the property after the listing expires and/or closes or change of ownership. The lockbox must be removed within five (5) calendar days after closing and/or expiration or termination of listing contract; after the five days, removal of the lockbox by the new listing broker is permitted.
13. Unauthorized removal of the lockbox.
14. All owners and/or tenant(s) of real property shall be informed that the Keybox is not designed or intended as a security device.

15. The Keybox security requirements of the National Association of REALTORS, as from time to time amended, are hereby adopted and made a part of these Rules and Regulations.

Acknowledgment: Each party using a SentiKey, Keyboxes or the Service hereby acknowledges that neither the SentiKey, Keyboxes nor the Service, nor any other SENTRILOCK product used in connection with the Service is a security system. The Service is a marketing convenience key control system, and as such, any loss of Keys or disclosure of Personal Identification Numbers compromises the integrity of the Service. Each party agrees that it will use its best efforts to ensure the confidentiality and integrity of all components of the Service.

Failure to Comply: Failure to comply with the terms of the SentiLock Rules & Regulations will be considered a violation of membership duties under ORRA Bylaws and may constitute grounds for termination of the Keyholder Agreement, deactivation of the SentiKey, and/or imposition of fines under these provisions.

If misuse by a keyholder has been noticed to the association and/or SentiLock, the following actions will apply:

1. Notice will be given to the keyholder of the apparent misuse, with the opportunity for the user to appear before the Professional Standards Committee to show cause why his/her key privileges should not be suspended or terminated and a fine levied.
2. The following penalties may be applied:

First offense:

- Fine up to \$1000 and his/her key service may be turned off for a period of up to six (6) months.

Second offense:

- Fine up to \$5000 and his/her key service may be turned off for a period of up to three (3) years.

ORRA may refuse to issue or suspend existing keys held by an individual following their conviction whether adjudication was withheld of any crime in the determination of the Board of Directors as it relates to the real estate business or puts clients, customers and/or their family, or other real estate professionals at risk.

Cancellation of Key:

If you wish to cancel your SentiKey, you must submit your request for cancellation in writing to lockboxes@OrlandoRealtors.org

