Southeastern Michigan Multiple Listing Service a subsidiary of
Southeastern Border Association of REALTORS®
Monroe Office: 125 Cole Rd., Monroe MI 48162
Phone: 734-242-6866
Downriver Office: Horizon Building
20600 Eureka Rd., Suite 510, Taylor MI 48180
Phone: 734-287-8060
www.SEBrealtors.com

SENTRILOCK BOX AUTHORIZATION/CHECK-OUT FORM

I, (please print) _____, wish to check-out Bluetooth SentriLock box(es). Agents who are current members of the Southeastern Michigan MLS (SEM MLS) are eligible to check-out SentriLock boxes from the SEM MLS, provided they are active participants in the SentriLock program.

Box #: _____ _____ _____

Box #: _____ _____ _____

I agree to the system terms, including:

- All checked out SentriLock boxes must be assigned to a property.
- Any unassigned SentriLock boxes must be returned to the SEM MLS office.
- Agents may check out SentriLock boxes at no cost from the SEM MLS office.
- Broker approval is required. The Broker of Record must sign this agreement granting the agent permission to check out lockboxes.
- Checked out lockboxes are the responsibility of the assigned agent and must be placed on an active listing.

Agents who check out and participate in the SentriLock lockbox program are responsible for the following:

SentriLock Policies/Fees/Fines:

Failure to return the SentriLock audit report when requested	$150
Failure to notify the MLS Office of a lost or stolen SentriLock box	$150
Lost, Stolen or Damaged SentriLock box(s)	$250/per box
Failure to return requested lockboxes within 48 hours	$250/per box
Loaning, selling, or allowing others to access your SentriKey App	$1000
Failure to notify listing office prior to entrance	$1000

Fees and fines are subject to change at any time by approval of the Southeastern Michigan MLS Board of Directors. In addition to any fees and fines, the Board of Directors may also implement a suspension of SentriLock/SentriKey App.

Authorized Lockbox Access: Access to combination lockboxes can only be granted to licensed real estate agents or brokers in the State of Michigan. Access to SentriLock boxes can only be granted to REALTORS® licensed in the State of Michigan. One day codes can be given directly to licensed agents in the state of Michigan for their use only under the guidelines of the Multiple Listing Service and the Code of Ethics. Sharing lockbox codes with unauthorized individuals to access lockboxes will result in a $1000 fine. (Amended 09/25)

Failure to notify the listing office prior to the entrance of a property will result in a $1000 fine.

Agents Name (print): Agents Signature : Date:

_____ _____ _____

Brokers Name (print): Brokers Signature: Date:

_____ _____ _____

By signing this authorization, you agree to comply with the terms of this agreement, as well as the bylaws, policies, and procedures of the Southeastern Michigan Multiple Listing Service (SEM MLS). You acknowledge that these bylaws and policies may be amended at any time without prior notice, and you agree to remain bound by such changes.