



SPACE COAST ASSOCIATION OF REALTORS®, INC.

2950 Pineda Plaza Way – Palm Shores, FL 32940

Phone: (321) 242-2211 ~ Fax: (321) 255-7669

www.SpaceCoastMLS.com



SUPRA eKEY REQUEST - ACCESS TO OTHER BOARDS

Your Space Coast Association of REALTORS® Membership grants you cooperating SUPRA key access to the Realtor® Associations throughout the state that participate with us in a Reciprocal Agreement.

As a reminder, **you must** follow the showing instructions as stated in the listing and as a courtesy, you should call the listing office or the listing agent prior to a showing, even if it is vacant.

Please fill this form out **completely** and email it to **ALL Associations** you would like access to.

Access is granted as a courtesy by the Cooperating Association(s).

See Attached List for Participating Associations

I am requesting access to: _____

I am a Primary Member of: **Space Coast Association of REALTORS®**.

Name: _____ License #: _____

Firm Name: _____

Firm Address: _____

City: _____ State: _____ Zip: _____

Firm Phone: _____ Agent Cell Phone: _____

Agent E-Mail Address: _____

YOUR SUPRA eKEY Serial Number: _____ SUPRA Pin Code: _____
(Found at the Top of your eKEY app)

Instructions:

1. **E-Mail to EACH Association you would like cooperating access to.** Your request will be processed as quickly as possible. However, given varying Association workloads, please allow up to 72 hours for a co-op request to be processed. If you need immediate access, contact the Association you are requesting access to.
2. **Important:** If you change your PIN number, or obtain a new eKEY, you must notify the appropriate cooperating Association(s) or your eKEY will not work.
3. Once you are notified by the cooperating Association that your eKEY has been added, **you must perform an update** before the eKEY will work.

Signature: _____

Date: _____



Daytona Beach Area ASSOCIATION OF REALTORS®

REQUEST FOR SUPRA KEY SYSTEM ACCESS

Name: _____ Agent NRDS# _____

Agent's Primary Association: _____

Agent Phone: _____

Agent Email: _____

Firm: _____ Firm NRDS#: _____

Firm Address: _____

City, State, Zip: _____

Firm Phone: _____ Firm FAX: _____

Agent Signature: _____

Supra Key #: _____ PIN: _____

Type: ☐ Ekey ☐ Dkey ☐ Akey

Your coop key access will remain active provided you maintain an active primary membership in a REALTOR® Association that has a compatible Supra lockbox system. A change of primary association membership requires you to immediately notify DBAAR or your access may be terminated.

Daytona Beach Area Association of REALTORS® (DBAAR) protocol requires that all showing appointments be made through the listing office or listing agent prior to showing a property, even if it is vacant. Violation of this protocol or inappropriate access by you with your key access may cause your DBAAR Supra key system coop access to be immediately terminated without any further notice.

By my signature below, I acknowledge that I have read and agree to abide by all DBAAR rules and regulations concerning use of this coop key access and supra lock box system.

By: _____

Signature

Date: _____

Daytona Beach Area Association of REALTORS® (DBAAR)

irebuck@daytonarealtors.org

Office (386) 677-7131 Fax (386) 677-7429

1716 Ridgewood Ave. Daytona Beach, FL 32117



7801 Deercreek Club Rd, Jacksonville, FL 32256 / (904) 394-9494, ext. 1602

Membership@NEFAR.org

Request For Supra Key System Co-Op Access

Type of Key Access Requested: ☐ eKEY ☐ Active Key

Provide the name of the Realtor association in which you are a primary member:

Name _____

License # _____ NRDS # _____

Supra Key # _____ PIN # _____

Firm Name _____

Firm Address _____

City, State _____ Zip _____

Firm Phone () _____ Cell Phone () _____

Email _____

Access is granted as a courtesy. Your co-op key access will remain active provided you maintain an active primary membership in a Realtor association that has a compatible Supra lockbox system. If you change your primary Realtor association membership, notify NEFAR immediately. Failure to do so may result in termination of your NEFAR access.

Your request will be processed as quickly as possible, typically within two work days. During periods of high work volume, please allow up to 72 hours.

Northeast Florida Association of Realtors (NEFAR) requires that all showing appointments be made through the listing office or listing agent prior to showing a property, even if it is vacant. Violation of this protocol or inappropriate access by you may cause your NEFAR Supra key system co-op access to be terminated without notice.

By my signature below, I acknowledge that I have read and agree to abide by all NEFAR rules and regulations concerning use of this co-op key access and Supra lockbox system.

Signature _____ Date _____

eff. 10-22-18