

# Regional MLS, Inc.

4400 PGA Blvd, Suite 700  
Palm Beach Gardens, FL 33410  
(561) 627-4548 Fax: (561) 627-1706

## Supra Lockbox-Locksmith Agreement

Agent Name: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_

Office Name: \_\_\_\_\_

Office ID: \_\_\_\_\_

Lockbox Serial #: \_\_\_\_\_ (Must be filled out)

Shackle Code: \_\_\_\_\_ (Must be filled out)

Full Address of property: \_\_\_\_\_

City: \_\_\_\_\_

Directions: \_\_\_\_\_

Gate Code: \_\_\_\_\_

Gate Key necessary / Where available \_\_\_\_\_

Problem with Lockbox: \_\_\_\_\_

I certify that I have updated my keypad for both counties and have checked my pin code and battery. The time period for RMLS to remove a lockbox is two (2) weeks, or 10 business days. This allows RMLS sufficient time to send a locksmith out to the property, and to drill the keybox for keys if necessary. RMLS is not responsible for original keys being stuck in a lockbox; we encourage you to have more than one (1) key available at all times. Lockboxes cut off by owners or agents are not warranted, and will not be replaced by RMLS.

**\*\* You will be charged a \$50 locksmith fee if the lockbox is working. There is no fee if the lockbox has to be removed by the locksmith \*\***

**\*\*\* If the locksmith has to return to the property because of an error in filling out this form, or any other discrepancy with the information you have provided to us, there will be a \$50 fee each time the locksmith goes to the property.\*\*\***

**I have read and understand the statements above and agree to abide by the agreement.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date