

Cleveland County Association of REALTORS® / Carolina Multiple Listing Services, Inc.  
Cooperating Supra Key Agreement

Please read this Agreement carefully. Complete this form and return it to Nancy Atkinson, AE, Cleveland Co. Association of Realtors®, P. O. Box 2407, Shelby, N.C. 28151. Phone: (704) 481-9335; Fax (704) 749-2581, or email: ccarmls1@bellsouth.net.

Name \_\_\_\_\_

Firm Name \_\_\_\_\_

Firm Address \_\_\_\_\_

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

Contact Phone # \_\_\_\_\_ NC Real Estate License # \_\_\_\_\_

Preferred Fax # \_\_\_\_\_ Key # \_\_\_\_\_ Pin # \_\_\_\_\_

**NOTE:** When you perform an eSYNC your key is automatically updated for both the Cleveland County keybox system and the CarolinaMLS keybox system.

**Please read the following information carefully; you are signing an affidavit.**

Cleveland County Association of Realtors® / Carolina Multiple Listing Services, Inc.  
Supra Lockbox Key Letter of Agreement

In return for the privilege of having my Supra electronic lockbox key active in the areas covered by both the Carolina Multiple Listing Services, Inc. and the Cleveland County Association of Realtors®, I will abide by these rules regarding key use.

- I agree to abide by all Supra SuperKey Rules and Regulations as defined by the Cleveland County Association of Realtors® and the Carolina Multiple Listing Services, Inc.
- I agree that loaning my cooperating SuperKey to any other agent is a serious violation of this agreement and may result in the loss of Key access in the cooperating county or monetary fines.
- I will call the listing agent for a property before making an appointment to show the home.
- I will always leave a business card at a property I have shown.
- I understand that if I am found to be in violation of the terms of this Agreement that I may lose my guest privileges in the cooperating county's Supra system for a period of time. Should it be determined that I will lose my cooperating access, I will be given the option to choose to pay a fine, in an amount determined based on the severity of the Supra key violation, but not to exceed \$500, in lieu of loss of my Supra key service.
- In the event of a dispute, which results in the filing of a grievance or arbitration, I agree to abide by the Bylaws of my primary key association.
- I further acknowledge my awareness to show real estate in a state other than the one in which I am licensed is a violation of the law.

Name Printed \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_