

**RANW**

**CONFIRMATION OF AFFILIATE HOME INSPECTOR COMPANY PARTICIPATION**

**SUPRA ELECTRONIC LOCKBOX SERVICE  
July 2005**

*Welcome to the Supra Electronic LockBox Service!*

The following are just a few highlights of the LockBox Key Service available to Home Inspector Affiliate members of RANW. Please see the Home Inspector Affiliate Keyholder Agreement and MLS Rules for full terms of service.

**Eligibility and Use**

- Home Inspectors must be registered with the State of Wisconsin; must be Affiliate members of the REALTORS Association of Northeast Wisconsin and the Wisconsin REALTORS® Association; and must carry and provide proof of continuous liability and bonding insurance in order to be eligible to participate in the LockBox Service.
- Your signature below indicates your company's participation in the Electronic LockBox Service.
- Once we have received your Confirmation and individual KeyHolder Application / Lease Agreement signed by the Home Inspector Designate and each Representative, your office will be advised when KeyHolder(s) may pick up their KEY. For your convenience, KEYS will be couriered to the nearest RANW site office where each KeyHolder can pick up his/her DisplayKEY and instructional CD.

**Service and Key Fees**

- There is a monthly service fee for each representative in the participating Home Inspection company, whether or not they have a KEY. The fee for the service is currently **\$12.50 + tax per Home Inspector Designate and Inspector Representative per month, which will be billed monthly to the Office.** KEYS are optional; however **DisplayKEYs may not be used by anyone other than the registered KeyHolder.** Except for those eligible for the July 2005 exchange to a DisplayKEY, DisplayKEYS will be available for a one-time lease fee of **\$250.00 + tax which is due at the time of application for the KEY.** KEYS are leased from RANW MLS, not owned, by the Home Inspector Designate and Keyholders.

**Access to Properties**

- Having a DisplayKEY does not allow automatic access to properties in MLS. Before the Keyholder uses the DisplayKEY, access to the property will be determined by individual agreement between individual participating RANW MLS Brokers and the Home Inspector. MLS participating Brokers may withhold permission to access a property by a Home Inspector if deemed by Broker/Seller to be in Seller's best interest.

**Terms of Agreement**

- The Home Inspector Designate is responsible for the payment of fees. Both Designate and Keyholder are responsible for compliance with the terms of agreement as outlined in the Home Inspector Affiliate Keyholder Agreement and the Rules of the MLS. The Keyholder Agreement must be signed by each Keyholder and the Designate. Lockbox services will be automatically suspended if the Company is delinquent in payment of monthly participation fee. Other suspension and/or termination provisions are as outlined in the Keyholder Agreement.
- **REMEMBER -- KEYS MAY NOT BE SHARED.**

Licensed Inspectors Eligible to Participate  
Name Registration #

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Licensed Inspectors Who Want an Electronic Key  
Name Registration #

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OFFICE NAME

OFFICE FIRM #

HOME INSPECTOR DESIGNATE AUTHORIZED SIGNATURE

DATE