## Appendix I-SUPRA LOCKBOX KEY LEASE OPTIONS



For questions regarding the enclosed lockbox key options, please contact the Central Oregon Association of REALTORS® at 541-382-6027 or email us at <a href="mailto:info@coar.com">info@coar.com</a>.





#### MLS of Central Oregon SupraNet Monthly Prorating Schedule for ActiveKey

Start date	End Date	2012-2013	2013-2014	Total fee due before tax	
05/14/13	06/08/13	26.84	0.00	26.84	2 months
06/09/13	06/13/13	26.84	161.16	188.00	2 months + next annual fee
06/14/13	07/13/13	13.42	161.16	174.58	1 month + next annual fee
07/14/13	08/13/13	0.00	161.16	161.16	12 months of annual fee
08/14/13	09/13/13	0.00	147.73	147.73	11 months
09/14/13	10/13/13	0.00	134.30	134.30	10 months
10/14/13	11/13/13	0.00	120.87	120.87	9 months
11/14/13	12/13/13	0.00	107.44	107.44	8 months
12/14/13	01/13/14	0.00	94.01	94.01	7 months
01/14/14	02/13/14	0.00	80.58	80.58	6 months
02/14/14	03/13/14	0.00	67.15	67.15	5 months
03/14/14	04/13/14	0.00	53.72	53.72	4 months
04/14/14	05/13/14	0.00	40.29	40.29	3 months
05/14/14	06/08/14	0.00	26.86	26.86	2 months

The "Billing Pull Date" will be 35 days prior to your annual anniversary date (which will be the due date for your invoices). The next year's annual fees begin on that date because anyone who is issued a key on or after that day will not be on the invoice list for the upcoming year.

Organization Name	MLS of Central Oregon	
Annual Fee	2012-2013	161.04
Ailliuai Fee	2013-2014	161.16
Annual Due Date	14-Jul	



# Feel the Freedom

## The simplest way to access keyboxes

Using ActiveKEY is simple, convenient, and secure. No cradle required. No effort required. Place an ActiveKEY in your hand and feel the freedom!

- Showing events are automatically transmitted immediately after an iBox is opened.
- Wireless connectivity eliminates cradle.
- Automatic, continuous renewal means no more update codes, and Board / Association/MLS has deactivation capability.
- Seamlessly connects to cellular towers to provide the BEST coverage. Stays updated so you can open iBoxes even when there is no cell coverage.



ActiveKEY

FEEL THE FREEDOM



## Wireless Connection

#### Automatic, immediate connection delivers:

- Convenient delivery of showing information
- The first key designed for mobile real estate professionals — no PC, no phone line required
- Easy-to-read backlight and display makes all buttons easy to see
- Flashlight illumination for dark doorways
- · Read keyboxes at listing
- Display messages from Associations, MLS, and broker
- SecureKEY MLS access token ensures security

FREE unlimited hotline support 7 days a week! 14 hours, 7 days a week, 5:00 am to 7:00 pm PT

#### **Supra - Opening Doors for You**

For more information visit us online at www.supraekey.com



#### **ActiveKEY details**

- 4.25" L x 2.15" W x .80" D
- · Wireless capability, no cradle required
- · Low battery level warning
- · LCD display and infrared capability
- Rechargeable lithium battery
- No PC required
- On-screen error messages
- Standard keybox operations
- Key tracking

Visit us online at www.supraekey.com

## ActiveKEY® FAQs

#### 1. When does an ActiveKEY expire?

An ActiveKEY expires only if it has not been in contact with the Supra system for more than 24 hours. The key disables itself until it can return to cell coverage and contact the Supra system for at least ten (10) continuous minutes. The ActiveKEY can also be updated by an Internet connection through a computer, or by manually entering temporary update codes. Update codes can be obtained through KIMvoice, SupraWEB, or Supra Support.

#### 2. What if my ActiveKEY is lost or stolen?

Because of the cellular technology, if your key is lost or stolen, it can be quickly deactivated. Please report lost or stolen keys immediately to your organization or Supra Support.

## 3. What happens when I go into an area where there's no cell service?

Your ActiveKEY won't be able to communicate with the Supra network when it's out of cell range so it won't receive showing notifications. However, as long as it's been within cell range for ten (10) continuous minutes within the last 24 hours it will remain active and you can open keyboxes. Your key can also be manually updated if it expires while out of service.

#### 4. Does the ActiveKEY need to be within cell service to open keyboxes?

The ActiveKEY does not need to be within cell service to open a keybox. It does need to be updated, meaning it needs to have been in cell service for ten (10) continuous minutes within the last 24 hours or it will need to be manually updated.

#### 5. How do I turn on the flashlight?

All operations start with the on/off button. Press the **on/off** button, then the **flashlight** button. The flashlight will turn itself off after 30 seconds.

#### 6. What does the light bulb button do?

Press the **on/off** button, then the light bulb button to light up the entire keypad and display window. The backlight turns off after 30 seconds.

#### 7. Why does my ActiveKEY keep turning off?

Your ActiveKEY turns off after 30 seconds of inactivity to conserve the battery.

#### 8. How long do I have to get to a keybox?

When you start to open a key container or release a shackle, you have five (5) minutes from the time you press **Enter** to get to a keybox before the key shuts itself off.

#### 9. Can I leave my ActiveKEY plugged in?

You cannot overcharge the battery in your ActiveKEY, so leaving it connected to the wall charger when not in use is a good idea. You may want to consider an optional car charger so you can charge your ActiveKEY while driving to your next showing.





10. Can I use my cell phone charger to charge my ActiveKEY instead of having two car chargers?

Use only the car or wall charger provided with your ActiveKEY to avoid potential damage. Using an unapproved charger may result in damage to your ActiveKEY and will void the ActiveKEY warranty.

#### 11. What is the USB cable for?

If your ActiveKEY is out of cell service range for more than 24 hours you can connect it to your computer with the USB cable to manually activate it. The ActiveKEY software needs to be installed onto your computer before you connect the key and the computer must have an open Internet connection to activate the key.

12. With my DisplayKEY when someone opened a keybox, I got an alert on my key the next morning. Does the ActiveKEY work the same way?

Your ActiveKEY notifies you right away when one of your listings is shown from 8 a.m. to 8 p.m standard time (9 a.m. to 9 p.m. daylight saving time). If you have a showing after these hours, you'll get the notice on your ActiveKEY at 8 a.m. (9 a.m. daylight saving time) the next morning. You can have the system send you emails when you've had a showing by logging into SupraWEB and selecting **Settings** and then **General Email** to set up this feature.

- 13. When I see the message on my ActiveKEY that I've had a showing, how do I find out who was in my listing?

  To find out who showed your listing, log on to SupraWEB and to see your Showings Dashboard. You could also visit the keybox to read it with your ActiveKEY. An iBox stores the last 100 showings.
- 14. My ActiveKEY says "Assign KeyBox" when I release the shackle. What does that mean?

  After you enter a shackle code and press Enter, your ActiveKEY gives a YES/NO choice for "Assign KeyBox." If you select yes, the system will send you an email reminding you to assign the keybox to a listing on SupraWEB. The email contains a link taking you directly to SupraWEB where you can assign the listing ID.
- 15. If my ActiveKEY is lost or stolen, anyone finding it would still need to know my PIN code to use it, right?

  Right. If your ActiveKEY is stolen, the key will remain active as long as it's been in cell service range for ten (10) minutes during the past 24 hours. As soon as you report it missing by calling Supra Support, it will be deactivated. In the meantime, anyone finding it would need to know the PIN code to open keyboxes. Never write your PIN code on your ActiveKEY or store it in your ActiveKEY pouch.
- 16. What do I do when I lose my ActiveKEY?

If you lose your ActiveKEY, call Supra Support as soon as possible so we can turn it off.

17. Does the ActiveKEY have GPS so you can track where I am?

The ActiveKEY does not have GPS and we are not able to track where you are or where your key is.



### Supra eKEY® Basic

#### **Everything you need at your fingertips**

Portray a professional image to your clients when you open iBoxes using your smartphone. Customize your own iBoxes and manage your keybox inventory right on your phone. Browse SupraWEB using your phone's Internet service to view showing and key activity details.

#### Choose the smartphone that fits you

Over 50 of the most popular smartphones are certified for use as an eKEY. Choose from several iPhone, BlackBerry®, Android™, Windows Mobile®, and Palm® smartphones.\*

#### Wireless updates increase your efficiency

Your eKEY updates automatically using your phone's cellular service so you are ready to show listings at a moment's notice. And, you can send showing feedback to the listing agent while you're still at the house with a buyer. You'll also know right away when you've had a showing.

# Your Phone is your eKEY and More





#### A tool that actually works for you

- Beam specific showing notes, listing highlights and your business card into your iBoxes.
- Change your own shackle codes.
- Set access hours as you take a listing. Separate hours for weekdays, Saturday, Sunday.
- Track your iBox inventory by MLS ID, address, and keybox number.
- eKEY updates itself using your phone's Internet connection.
- Electronically send buyer's feedback to showing agent.

#### FREE unlimited hotline support!

14 hours, 7 days a week, 5:00 a.m. to 7:00 p.m. PST

#### Supra - Opening Doors for You

For more information visit us online at www.supraekey.com

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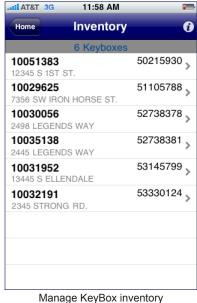
F 613.737.5517

Actual screens vary by type of device





View information in the iBox...



## Supra eKEY® Professional

#### Know more, sell more

Always have the latest listing and showing information at your fingertips so you can immediately capitalize on opportunities. The eKEY turns you into a mobile expert and makes you more productive.

#### Saving time every day

The Supra eKEY Professional works for the real estate agent like cell phones and email work for everyone – saving time and keeping people connected. Agents who use the eKEY tell us they save at least 30 minutes a day. That's three weeks a year!

#### Choose the smartphone that fits you

Over 50 of the most popular smartphones are certified for use as an eKEY. Choose from several iPhone, BlackBerry®, Android™, Windows Mobile®, and Palm® smartphones.\*

#### Wireless updates increase your efficiency

With a smartphone you know right away who has shown your listings. You can even contact a buyer's agent while the home showing is underway so you can answer any questions that come up during the showing. And your eKEY updates automatically using your phone's cellular service so you are ready to show listings at a moment's notice.

# Connect People and Information to Increase Sales





<sup>\*</sup> Some devices require additional hardware

#### Nurture client relationships with a quick response

Meet your clients' ever-changing needs - every day.

- Automatically retrieve fresh MLS information every night.
- Custom search listings by MLS number, street address, buyer needs.
- Find other agents' latest contact information even if an agent has recently moved offices.
- Receive real-time showing information
- Get electronic notes from agents who have shown your listings indicating level of client interest and saving you time on follow-up calls.
- Program KeyBox access hours, even custom hours, at the time you list a property.

#### Beam specific showing notes, listing highlights and your business card into your iBoxes.

- View map and directions to listing at the tap of a button.
- · Change your own shackle codes.
- Track your iBox inventory by MLS ID, address, and keybox number.

#### FREE unlimited hotline support!

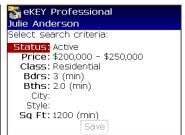
14 hours a day, 7 days a week, 5:00 a.m. to 7:00 p.m. PST

#### **Supra – Opening Doors for You**

For more information visit us online at www.supraekey.com

#### Listings at your fingertips





View listings and agent roster

Create client profiles

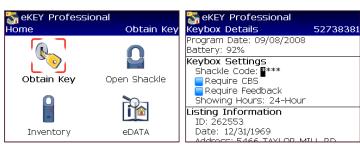


View listing information



See map and directions to house

#### Save time working with KeyBoxes



Access iBox functions...

...and program iBox.

#### **eKEY Details**

Automated daily information sent to your eKEY

- Showing activity at your listings
- Hot sheets
- MLS updates
- Personal listings status
- Daily messages from Broker or Association
- System updates
- · Time saving eFeedback
- Automatic update code delivery

Time saving data sent to server

- Personal showing activity
- eKEY & KeyBox programming
- eFeedback

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# eKEY® Fob 3

### Your Smart Phone is the Key

Turn your smartphone into your lockbox key with eKEY Fob 3. The fob converts the Bluetooth® signal generated by your smartphone to an infrared signal that can be received by Supra's standard iBox.

#### Small, lightweight, and convenient

eKEY Fob 3 is half the size and less than half the weight of the original eKEY fob. Its new shock-resistant design adds durability. Battery life is longer and the two coin cell batteries (included) are easy to replace.

#### Simply press the button when prompted

eKEY Fob works with the eKEY application on a real estate agent's smartphone to communicate with a standard iBox. Agents simply press the button on the eKEY Fob to power it on when the eKEY application prompts them to do so. eKEY Fob is compatible with smartphones that run the eKEY application on popular iPhone,®Android™ and BlackBerry® models.

#### **Features**

- Smaller and lighter than the original eKEY Fob
- Longer battery life
- User-replaceable coin cell batteries
- Batteries are included
- Compatible with all eKEY iPhone,<sup>®</sup> Android and BlackBerry devices



Free unlimited hotline support, 14 hours, 7 days per week, 5:00am to 7:00pm PST Visit Supra for Real Estate Professionals online at www.supraekey.com



Contact us:

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