



Electronic LockBox Transfer or Deprogram Agreement

Bring this form along with lockboxes to be transferred or deprogrammed to the MCRTC office.

Administrative fee is \$10 per box.

of boxes to be Transferred _____ OR # of boxes to be Deprogrammed _____

Electronic KeyBox Transfer Agreement

Serial Number(s)	NEW Shackle Code(s) for transfer(s)
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By signing below both Transferor and Receiver agree to transfer the ownership of the above lockbox(es) to Receiver, and Transferor agrees to transfer them only under the following conditions, which conditions also apply to this transaction:

1. Receiver has executed a valid KEYHOLDER AGREEMENT and is currently an authorized keyholder under that agreement.
2. Upon the transfer of any lockbox, the Receiver will provide an executed copy of this “Electronic LockBox Transfer Agreement” to the Association in order to keep the lockbox(es) under warranty, in which case by executing this “Electronic LockBox Transfer Agreement,” the receiving Keyholder agrees to comply with this provision.
3. The Transferor agrees to have the Association change the lockbox(es) shackle code(s) to the Receivers code(s) of choice.

Transferor and Receiver understand that the terms of these Agreements, insofar as they are applicable, apply to this “Electronic LockBox Transfer Agreement.” Transferor and Receiver agree that the Effective Date of the Transfer of the above lockbox(es) is the date signed by the MCRTC Representative and that if this “Electronic LockBox Transfer Agreement” is not signed and dated by the MCRTC Representative, it is invalid for the purposes of transferring lockbox(es) within the framework of the MCRTC Electronic lockbox System. Failure to comply with this provision will result in no lockbox(es) warranty.

(See other side)

Transferor

Receiver

Name _____

Name _____

Office Name _____

Office Name _____

License # _____

License # _____

Signature _____

Signature _____

Date _____

Date _____

MCRTC Representative Signature

Date