



# Supra XpressKEY Order Form

For New RAMC KeyHolders

Name \_\_\_\_\_ Real Estate License # \_\_\_\_\_

Your Home Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Office ID # \_\_\_\_\_ Office Name \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Email \_\_\_\_\_

## Step 1: Fees

**One Time Activation Fee:**

**\$75.00**

**XpressKEY Annual Fee:**

**up to: \$221.40**

Amount due on the day of purchase will reflect a **prorated** monthly amount of the annual fee.

The billing year is from April 1 to March 31. Accounts activated in the month of March will be charged for 13 prorated months, and will automatically be renewed for the new lease year beginning April 1 of the current year.



### Add Optional Insurance

Check this box if you want Loss/Theft Insurance. This will cover the replacement cost of your XpressKEY if anything happens to it.

**\$29.95**

XpressKEY replacement cost is **\$249 if you do not have insurance**. A new key cannot be issued until payment is made.

**Your total today will range from \$70 - \$300, depending on the proration schedule.**

## Step 2: Payment - REQUIRED

Circle One: Visa Master Card Discover American Express

Credit Card # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Expiration Date \_\_\_\_\_ / \_\_\_\_\_ (month / year) Code \_\_\_\_\_

## Step 3: Select Your PIN#

Choose something you'll easily remember, this number will be used to open Keyboxes and for verification purposes.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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## Step 4: Return completed form to RAMC

**FAX: (772) 288-0215**

**or email: [renee@ramcfl.org](mailto:renee@ramcfl.org)**

Upon receipt of form, Staff will set up your key. When key is ready, you will be called and an appointment will be scheduled for pick-up. You will be at RAMC for approximately 20 minutes to complete the key process

**NO WALK-INS PLEASE**

I have read this entire form and understand and acknowledge all the terms and conditions, scheduling and process for obtaining my Key. Failure to complete any of these steps may result in delays or rescheduling.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_