

THE INLAND GATEWAY ASSOCIATION OF REALTORS® LOCKBOX LEASE AGREEMENT

The Inland Gateway Association of REALTORS®
321 E. Sixth St. Corona, Ca 92879 (951) 735-5121/ Fax (951) 735-0335

Agent: _____ Beginning Date: _____ LB Serial # _____
Office: _____ Expiration Date: _____ Shackle # _____

By signing this Lockbox Lease Agreement, I hereby agree to accept and follow the terms and conditions herein defined.

TERMS AND CONDITIONS

- Lockboxes are to be leased at \$5.00 per month.
Minimum lease is a standard CALENDER QUARTER (Jan.-March etc.)
- There will be no refunds, credits or prorations.
- \$25 cleaning fee will be applied, if box is dirty upon return.
i.e. NO PAINT, MUD, WHITEWASH,DIRT,GREASE ETC.
- Boxes are to be in full working order when issued and returned.
If a box has to be sent back for repair while in possession of Lessee, there will be a \$50.00 repair fee if not covered under warranty by Supra.

X _____
(Signature of Lessee)

Broker takes full responsibility for licensee, and will be financially responsible for this lockbox during the time in which the licensee is on the Broker's TIGAR roster. If the Broker has not given written notice to TIGAR of Agent termination all fees will continue to assess and Broker will be subject to MLS termination, for failure of payment in accordance with TIGAR bylaws.

X _____
(Signature of Lessee's **Broker/Designated REALTOR®**)

PENALTIES AND FEES

- Lessee is responsible to pay lease in a timely manner and before the next quarter begins. failure to do so, will be result in MLS suspension and Supra key inactivation.
- Courtesy reminders are emailed whenever possible, but does not relieve responsibility to pay on time.
- Broker will be notified after the 15th of the Quarter of all outstanding boxes.
- When batteries begin to lose strength the agent needs to remove and return the entire Lockbox to TIGAR for an exchange. If the iBox loses all power it is the agent's responsibility to have it removed at the shackle and return it to TIGAR for an exchange.
Bolt cutters are available at the TIGAR office that can be borrowed to remove the Lockbox.
- Any damage casued by lockbox/lockbox removal is the sole responsibility of the agent and broker.
- \$5 late fee will be applied to EACH individual lockbox if not returned or extended by the due date.

ATTENTION: If your lockboxes are 2 quarters behind or more you will NO longer be able to lease out anymore lockboxes until your account is brought current.

Extension Date	New Expiration Date	Extension Date	New Exp Date

*Lessee is responsible to pay for any lockbox that is Stolen, Lost, or Damaged.



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