



Capital Area Technology & REALTOR® Services, Inc.

A Wholly-Owned Subsidiary of the Tallahassee Board of REALTORS®, Inc.

Reciprocal Key Form for Participants/Subscribers to the REALTORS® Association of Franklin & Gulf Counties

To access CATRS/ Tallahassee Board of REALTORS® lockboxes with your Supra key, the following information must be submitted to our office. Forms received after 2 p.m. will be processed the following business day. **This form will not be processed without a signature and date at the bottom.** Email the form to KeyAccess@TBRnet.org or fax to (850) 561-3710.

Name: _____ Date: _____

Phone Number: _____ Email: _____

Office Name: _____

	Key Serial Number	PIN
Active Key	_____	_____
eKey	_____	_____

By signing below, you are certifying that you are an active REALTORS® Association of Franklin & Gulf Counties (RAFG) MLS participant or subscriber. Further, you agree to adhere to the rules and regulations regarding lockbox and key access devices of both CATRS and RAFG. CATRS rules and regulations can be found **online at www.TBRnet.org, or by contacting our office at (850-224-7713) for a copy.**

Agent Signature: _____ Date: _____

You can verify that your key has been set up to access CATRS lockboxes by calling the Tallahassee Board of REALTORS® office, (850) 224-7713.