

ALTA MAR CONDOMINIUM
Supra Lockbox Authorization Form

Date: _____ **Unit #:** _____

Listing Status

☐ **For Sale** ☐ **For Lease**

Listing Date: _____

Owner Information

Owner(s): _____

Phone: _____

Email: _____

Realtor Information

Company/Brokerage: _____

Realtor Name: _____

Phone: _____

Email: _____

Supra Information

Supra Lockbox Number: _____

Date Supra Installed: _____

Date Supra Removed: _____

Owner & Realtor Acknowledgment

The Owner and Realtor acknowledge and agree that:

- The lobby lockbox cabinet is intended **solely for Supra lockboxes used by licensed real estate agents** for units that are actively listed for sale or lease.
- The cabinet **may not** be used to provide access for housekeepers, contractors, vendors, family members, guests, caregivers, pet sitters, or any other non-real estate purpose.

- Only Supra lockboxes are permitted. Any other type of lockbox may be removed by Management.
 - The Supra lockbox must be clearly labeled with the unit number and realtor information.
 - Management approval is required before installing a Supra lockbox in the lobby cabinet.
 - The Owner and Realtor are responsible for removing the Supra lockbox immediately after the property is sold, leased, or the listing is otherwise terminated.
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Signatures

Owner Signature: _____

Print Name: _____

Date: _____

Realtor Signature: _____

Print Name: _____

Date: _____

Management Approval

☐ Approved ☐ Not Approved

Manager Signature: _____

Date: _____

Comments:

ALTA MAR CONDOMINIUM

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