SENTRILOCK INTEGRATION FOR AGENTS

To ensure your lockbox integration is complete, have your broker go to www.sentrilock.com and complete the 'Indemnification Agreement' to enable your office for Sentrilock integration with ShowingTime.

Getting Started

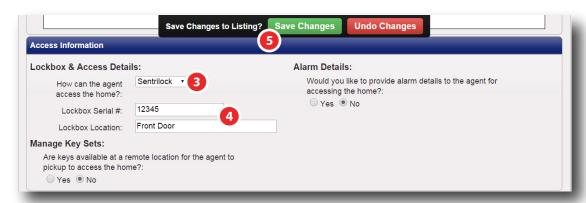


Step 1

Once logged into ShowingTime, click the **My Listings** tab, then **My Listings** in the drop down

Step 2

Select the listing you would like to add Sentrilock integration to



Step 3

Navigate to the 'Access Information' section of the listing's worksheet and under 'Lock & Access Details' select **Sentrilock** in the drop down

Step 4 Senter the Lockbox Serial # and Lockbox Location Serial # a

Step 5
Click Save Changes

Listing Activity Details				
Activity Type	Activity Date \$	Showing Agent	Notes	Feedback
Lockbox Access SENTRILOCK Smalled State Carl State Carles.	09/24/2014 7:05 PM	Roy Luo ABC Realty		
Past Showing (details) SENTRILOCK STREETON STRE	07/29/2014 6:00 PM - 7:30 PM Lockbox accessed at: 07/29/2014 5:27 PM	Ron Swanson ABC Realty (123) 123-1233 rswanson@abcrealty.com	This is the 1st Showing.	Received on 07/29/2014 at 9:31 PM (<u>details</u>)
New Listing	03/31/2014 8:00 PM			

Once this has been set up, you will begin to see Sentrilock lockbox access activity within the Listing Activity Report.

