

Single Access with eKEY

Instructions for Users

What to do when you're given one-time access to a property

You'll receive a couple of text messages with links that you'll need to click on first to gain access. Perform the first four steps *before* you want to gain access.

1. Click link in SMS text invitation to download and set up your eKEY.

Supra lockbox access invite.
Click to set up: <https://sleqasrel3ekey.test.suprakim.com/key?id=19ef7f28-9f74-4a1c-b7f1-45f733618f89>

2. This will take you directly to the Supra eKEY app on your phone's app store. Click to download and install.



Note: If you already have eKEY installed, you'll be taken directly to the authorization page in Step 4.

3. Once app is downloaded, return to your texts; click on the same link to register with eKEY.

MANAGED ACCESS REGISTRATION

Complete the following for your one-time registration for Managed Access. Supra agents can then grant you one-time access to their lockboxes using the Supra eKEY app on your mobile phone.

USER INFORMATION

FIRST NAME

LAST NAME

EMAIL

SELECT 4-DIGIT NUMERIC PIN CODE

NOTE: Please remember your PIN code used during registration as it will be used to open lockboxes and request authorization codes.

COMPANY INFORMATION

COMPANY NAME

Fill out your information and tap **Register**.

Note: Remember your 4-digit PIN as you will need it every time you use eKEY.

4. Once you register, you'll receive a text with a link to an authorization code. Tap on the link and you'll be taken directly to a pre-populated authorization page for eKEY. Read and agree to the EULA (End User License Agreement) and Privacy notices.

Authorized!

Supra eKEY®
Authorization Code

S7EUM XOAHU

Log into SupraWEB to access your authorization code.

I have read the EULA and agree to its terms.

I have read the Privacy Notice and agree to its terms.

5. This will bring up your eKEY. To open the lockbox, select **Obtain Key**.

MANAGED ACCESS
Serial #10146318

Welcome, Bob, to the eKEY® app!

MY INVITATIONS

OBTAIN KEY

FLASHLIGHT UPDATE MORE



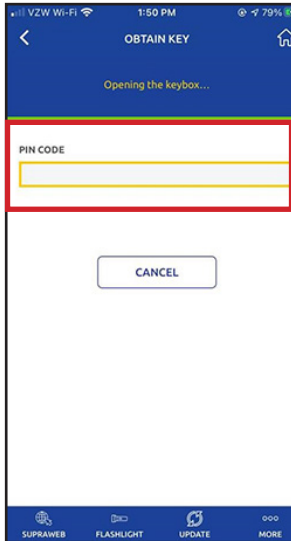
supraekey.com

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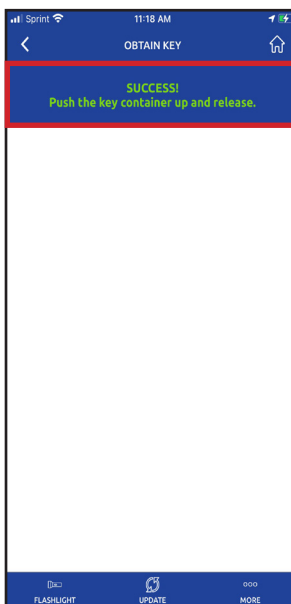
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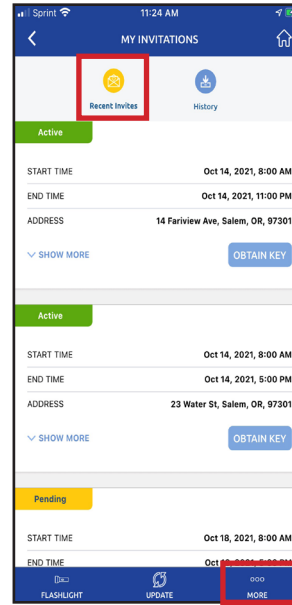
6. Enter the 4-digit PIN you selected during registration and push up on the bottom of the lockbox to turn it on.



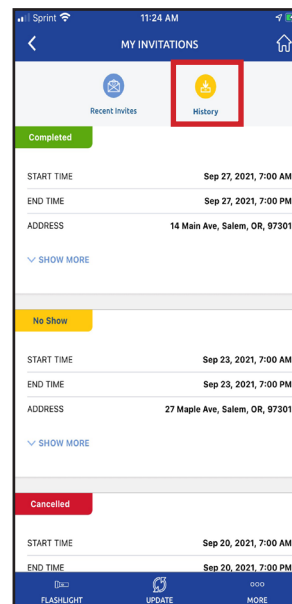
7. You will then get a "Success!" message. Once you see that, push up again on the bottom of the lockbox to access the key(s) inside.



To see all your invitations, tap **More > My Invitations**.



You can also review previous invitations by tapping *History*.



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