



SentriLock Transfers

When REALTOR® members transfer from BRAR, DAAR, FAAR*, NVAR or PWAR to GPR, and have a SentriLock Account, that SentriLock account must be transferred to GPR. GPR staff will transfer the SentriLock account in the SentriLock system. There is a **\$25 transfer fee**. In addition, if the REALTOR® owns* any SentriLock lockboxes, the REALTOR® is responsible for transferring those boxes into the GPR inventory system.

To transfer those boxes into the GPR inventory, the agent **must** take the one of the following steps for transferring:

1. **For Bluetooth boxes ONLY** – open your SentriKey Real Estate App on your phone and then use your app to open the key compartment of each box you own.
2. **For NXT or Bluetooth boxes** – update your SentriLock Key Card in a card reader and then insert your card into each of your owned lockboxes. Then update your card in the card reader again.

Failure to perform these steps on your lockboxes within the 30 days of transfer, will result in the inability to release the shackle on the boxes and prevent all ownership functions. If 30 days have passed without the boxes being transferred, the Association can assist in transferring the boxes, but **a \$50 fee will be incurred**.

****FAAR members must own their boxes and they must not be part of FAAR's leased inventory. For more information, consult your FAAR Member Services Department.***