

Non-Member Access

Non-Member Instructions

Introduction

A Supra keyholder can invite you to access their Bluetooth® iBox™ (the iBox BT) using your smartphone.

Important information to note about accessing an iBox BT:

- Your smartphone must be an Android, BlackBerry, or iPhone. Please go to www.supraekey.com and select the Certified Devices link for more information about supported devices.
- You can only access an iBox BT for the hours designated in the text and email you receive which will be between 2 and 72 hours
- You must fill out a registration form and download an eKEY app for your smartphone
- Please read the terms and conditions carefully before accessing an iBox BT

Set Up Smartphone and Supra Account

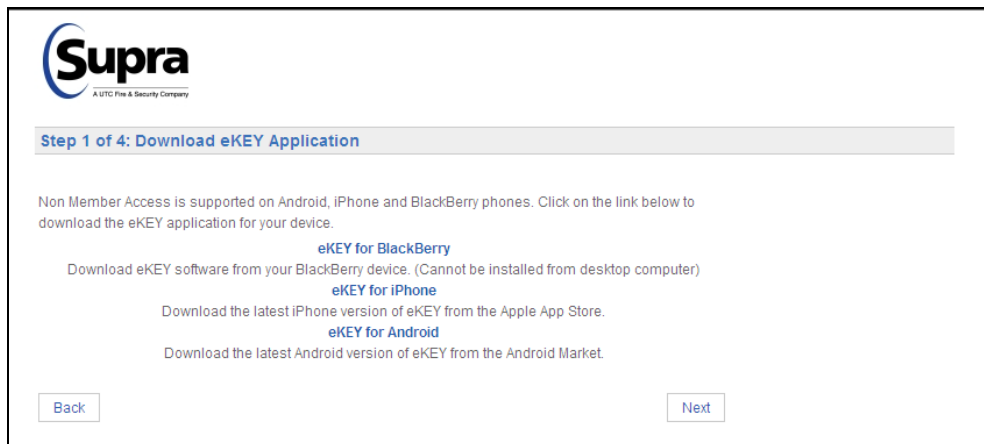
There are 4 steps to set up your smartphone to access a Supra iBox BT:

1. Download the eKEY app to your smartphone
2. Accept the terms and conditions
3. Provide your account information
4. Enter your authorization code into your eKEY app

You will receive a text message on your smartphone when a Supra user invites you to access their iBox BT. Select the link in the text message and follow the instructions to download the eKEY app and register.

1 - Download eKEY Application

Select the link for your device to install the eKEY app.



2 - Accept Terms & Conditions

Please read the terms and conditions carefully before accepting them.



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3 - Provide Account Information

Completely fill out your account information and select a 4-digit numeric PIN you will use with the eKEY app.

Step 3 of 4: Provide Account Information

We need the following information to create your account.

Why is this information required?

Account Details

Inviting Member: Jeanni Old

Mobile Number: 5039311080 *

Email Address: traci.anderson@fs.utc.com *

PIN Code: **** * (Select a 4 digit numeric PIN)

First Name: Traci *

Last Name: Anderson *

Industry ID: 71031341 * ← Enter anything to bypass

Industry Role: Cleaning Services

Other: [Empty]

Notes: [Empty]

Company Information

Name: Merry Maids *

Address1: 541 5th St

Address2: [Empty]

City: Salem State: Oregon Country: US

Postal Code: 97302

Phone: 5035819101 *

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4 - Enter Authorization Code

You will receive the authorization code to finish setting up your eKEY app. Write the authorization code down. Open the eKEY app on your smartphone, select **Activate eKEY** and enter the authorization code.

Step 4 of 4: Enter Authorization Code

Non member key serial number is 10000009

Enter the following authorization code into your eKEY from your mobile device(5039311080).

04976 - 15570 - 11858
49087 - 14611 - 60101

After eKEY completes the authorization step, the registration process is complete! Supra users will now be able to grant you access to their key boxes.

Accessing an iBox BT

Each time a Supra user grants you permission to open an iBox BT you will receive a text message and email notifying you of the address, listing ID, and hours you are eligible to access the iBox BT.

Open iBox BT using your Smartphone

You'll need your updated eKEY app and your 4-digit PIN to access the listing keys in the key container on an iBox BT.

1. Select the **eKEY** icon to open the eKEY application.
2. Select the **Obtain Key** and enter your 4-digit PIN.
3. Select **Begin** or **OK** and press up on the bottom of the iBox BT to turn it on.
4. Upon success, press up on the bottom of the iBox to release the key container.

