

Seven MLSs Agree to Cooperate With Lockbox Access

The reciprocal arrangement allows MLS members to receive a cooperative code and electronic key privileges from the participating organizations without having to be a member of the cooperating agency's MLS. [Click here for FAQs and service locations.](#)

Under this agreement MLS members receive a cooperative code and electronic key privileges from the participating organizations, MetroList (El Dorado, Merced, Placer, Sacramento, San Joaquin, Stanislaus and Yolo Counties) and BAREIS (Marin, Mendocino, Napa, Solano and Sonoma Counties) without having to be a member of their MLS. Agents would subscribe to the participating organization as a Reciprocal Key Member (participating organizations may charge a cooperating key fee).

B.A.R. Members who would like their Supra Key to work in the MetroList and BAREIS MLS areas, **please contact that MLS.**

Key Reciprocity Questions and Answers

Q. What areas will my key currently work in?

A. As a member of the Berkeley Association of REALTORS® your key automatically works in the following areas:

- Alameda County
- Contra Costa County
- Merced County*
- Monterey County
- San Benito County
- Santa Clara County
- Santa Cruz County
- San Mateo County
- Stanislaus County*
- San Joaquin County*
- San Francisco County

(PLEASE NOTE: those counties indicating an * are covered by two different MLSs (MLSListings and MetroList®) so key may not always work automatically)

Q. Does the new Key agreement mean that if I belong to Berkeley and also MetroList® or BAREIS, I can now give up that membership and still be able to access properties in that area?

A. You no longer have to subscribe to the MetroList® or BAREIS MLS to have Key access. You can co-op your Berkeley key with one of the organizations (there may be a key fee). For information about the MetroList® and BAREIS Instructions and service locations, please see the attached document at the bottom of the page.

Q. What area does MetroList® cover?

A. El Dorado County, *Merced County, Placer County, Sacramento County, *San Joaquin County, *Stanislaus County, and Yolo County (PLEASE NOTE: those counties indicating an * are covered by two different MLSs (MetroList® and MLSListings) so key may not always work automatically)

Q. What area does BAREIS cover?

A. Marin County, Mendocino County, Napa County, Solano County and Sonoma County.

Q. How do I access lockboxes on properties in San Joaquin County?

A. You would join MetroList® as a Reciprocating Key Member. Bring you lockbox key, Reciprocal Key Application, KeyBox System Use and Sublease Agreement, and Drivers' License or a valid photo ID to one of their service centers. For information about the MetroList® Instructions and service locations, please see the attached document at the bottom of the page.

Q. How do I access lockboxes on properties in Solano County?

A. You would join BAREIS as a Reciprocating Key Member. Bring your lockbox key to one of their service centers with a letter of good standing from the B.A.R. (contact Lea Mathewson Boe at Leam@berkeleyaor.com or (510) 848-4288 with your requests). Please call BAREIS in advance to confirm times their co-op service is available for walk-in traffic.

Q. How often do I need to update my key?

A. Your Berkeley issued Supra key (Dkey or eKey) must be updated once a week on your designated day.

Q. How do I find my designated update day?

A. Once your key has been updated press enter. The screen will say: "Key Updated until dd/mm/yy". Your update night is the night before the date displayed on the screen. For example; if the key says: "Updated Until 01/31/12" (Tuesday), you need to put your key in the cradle to update every Monday night.

Q. If I co-op my key with MetroList® or BAREIS, how often do I need to update it?

A. MetroList® and BAREIS require their keys to be updated daily. To access properties in their areas, you will need to update your key the day you plan to show properties.

Q. Will the supra lockbox work in all areas that have the agreement?

A. No, the lockboxes can only be programmed with one MLS Code. If you have a listing in MetroList or BAREIS, it is recommended that you have both a MetroList® and Berkeley Lockbox on the property. Or, you may bring your Berkeley lockbox into the office, have it deprogrammed with our code, take it to MetroList® and have it programmed with their code. BAREIS has just converted to a Supra Bluetooth iBox. As of February 1, the Bluetooth iBox will be their only approved lockbox. The regular iBox you have from Bay East will not work. You may purchase a BAREIS Bluetooth iBox from one of the BAREIS Service Centers or from Bay East, have it deprogrammed and reprogrammed for the BAREIS area. This requirement does not restrict the placement of additional lockboxes or the choice to have no lockboxes.