



# ADDENDUM TO LEASE AGREEMENT IBOX BT LE TRANSFER FORM

**REMINDER:** The current REIN Keyholder (Transferor) should submit transfer forms when a REIN Keybox is transferred to another REIN Keyholder (Transferee). Shackle Codes will only be released to the assigned Keyholder.

Transferor Information (Current Keyholder):

Name: \_\_\_\_\_ REIN ID#: \_\_\_\_\_

Firm Name: \_\_\_\_\_ Firm ID#: \_\_\_\_\_

# of iBox BT LE(s) being Transferred: \_\_\_\_\_

Serial #'s of iBox BT LE(s) being transferred: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Transferee Information (New Keyholder Receiving iBox BT LE):

Name: \_\_\_\_\_ REIN ID#: \_\_\_\_\_

Firm Name: \_\_\_\_\_ Firm ID#: \_\_\_\_\_

Transferee acknowledges he/she does not have iBox BT LE(s) in excess of the number permitted by REIN's Keybox System Policies and Procedures

The undersigned acknowledge that:

1. Transferee has a current Real Estate Information Network Inc. *KEYHOLDER SUB-LEASE/LICENSE AGREEMENT FOR SUPRA KEY/KEYBOX SYSTEM* on file with REIN Inc.
2. This Transfer Form must be delivered to REIN within two (2) business days of the keybox transfer date. If this form is not received within the required time frame, Transferor may be assessed a fine.
3. This Transfer Form may be faxed to 757.531.7913 or emailed to *customerservice@reininc.com*

Transferor	Date	Transferee	Date
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**FOR ADMINISTRATIVE USE ONLY:**

Date Received: \_\_\_\_\_  Eligible     Not Eligible    Initials: \_\_\_\_\_

Total iBox BT LE Issued Prior to Transfer: \_\_\_\_\_ Total iBox BT LE Allowed: \_\_\_\_\_