ANN ARBOR AREA BOARD OF REALTORS®

Add/Generate 1-Day Codes

Go to: www.SentriLock.com

Click Login (upper right corner of the screen)

Type SentriLock Login ID (same as MLXchange Login) & Password (found on Smart Card Sheet) – Click Login button

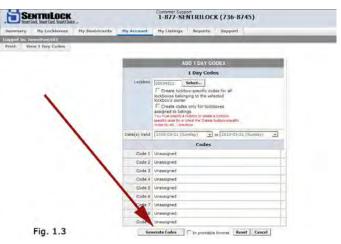Click Add 1 Day Codes (right side of the screen)

Click to select date for 1-day codes – see fig. 1.1

Click the Select button next to the lockbox serial number– see fig 1.1

Click the radio button next to the desired lockbox – see fig. 1.2

Click the Generate Codes button – see fig. 1.3

Fig. 1.1

Fig. 1.2

Fig. 1.3

Click in and add detailed descriptions as desired (this is the information that will display in the access logs) – see fig. 1.4

Fig. 1.4