



Using Your Lockbox Key and Lockbox within the Quattro Data Share Program

If you are a SFAR MLS member:

How to coop your key in BAREIS (Sonoma, Marin, Napa, Solano & Mendocino):

XpressKEY:

- Request a letter of good standing from our membership department (this is required by BAREIS).
- Then call or take your XpressKEY to one of the BAREIS' locations below to have them add it to their system. Coop fees will apply.

eKEYS:

- Request a letter of good standing from our membership department (this is required by BAREIS).
- Then call or take your eKEY to one of the BAREIS' locations below to have them add it to their system. Coop fees will apply.

Keys cooperated by BAREIS must be updated daily

BAREIS MLS® Service Centers		
BAREIS MLS®	153 Stony Circle Suite 200, Santa Rosa, Ca 95401	(707) 575-8000
BAREIS MLS® Mendocino	367 North State Street #107, Ukiah, Ca 95482	(707) 575-8000
BAREIS MLS® Marin	55 Mitchell Blvd. Ste 9, San Rafael, Ca 94903	(415) 507-1000
North Bay AOR Napa	575 Lincoln Ave, Suite 335, Napa Ca 94558	(707) 757-8000
Northern Solano AOR	3690 Hilborn Rd, Fairfield, Ca 94533	(707) 422-5306
Southern Solano AOR	1302 Springs Rd, Vallejo, Ca 94591	(707) 644-5525

How to coop your key in MetroList® (Sacramento, Yolo, Placer & El Dorado counties, and parts of San Joaquin, Stanislaus & Merced counties):

XpressKEY:

- Request a letter of good standing from our membership department (this is required by BAREIS).
- Then call or take your XpressKEY to one of the BAREIS' locations below to have them add it to their system. Coop fees will apply.

eKEYS:

- Request a letter of good standing from our membership department (this is required by BAREIS).
- Then call or take your eKEY to one of the BAREIS' locations below to have them add it to their system. Coop fees will apply.

Keys cooperated by MetroList must be updated daily

MetroList Service Centers

El Dorado Admin Center	4096 Motherlode Drive, Shingle Springs, Ca 95682	(503) 676-0161
Lodi Admin Center	777 S. Ham Lane Suite B, Lodi, Ca 95242	(209) 368-5316
Modesto Admin Center	1620 N. Carpenter Road Suite D48, Modesto, Ca 95351	(888) 898-9788
Pleasanton Admin Center	5980 Stoneridge Drive #102, Pleasanton, Ca 94588	(888) 898-9788
Sacramento Admin Center	2003 Howe Ave, Sacramento, Ca 95825	(916) 922-7711
Stockton Admin Center	1811 Grand Canal Blvd. #7, Stockton, Ca 95207	(888) 898-9788
Yolo Admin Center	449 Elm Ave, Woodland, Ca 95695	(530) 666-4253

If you are a BAREIS or MetroList member:

How to coop your key in SFAR

XpressKEYS and eKEYS:

- Contact your home MLS and verify that the SFAR coop code has been added to your key. If it has not been added, have your MLS add the code for you.
- Bring your key to our offices and submit a completed Cooperating Key Application as well as payment. The cost to cooperate a key at SFAR is a one-time programming fee of \$30 plus \$105 yearly (prorated monthly).

Keys cooperated by SFAR work in San Francisco, Alameda, Contra Costa, Monterey, San Benito, San Mateo, Santa Clara, and Santa Cruz counties and must be updated weekly.