

Supra eKEY Self Signup App User Guide

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Supra eKEY Self-Signup From the Keyholder's Perspective

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eKEY Self Signup App

1. You will receive a text message urging you to check your email to complete eKEY activation within the next 5 days.

Welcome to the Supra system! Check your email at mary.clarke@where.com to complete your activation within the next 5 days.

2. The welcome email will include a link to download the Supra eKEY app and instructions for how to activate it. A PIN is included along with instructions on how to change it. The email also contains an authorization code (not shown below) that you will use to set up your eKEY. The authorization code will expire if you do not set up your eKEY within the next 5 days.



Welcome to the Supra system!

At the heart of the system is the eKEY® app, giving you efficient access and powerful information in the palm of your hand.



Your key is provided through **First MLS**. You're in great company! Roughly 500 real estate organizations and 1 million keyholders rely on Supra solutions.

Please review the information below to activate and start getting the most out of your key.

Download and install the eKEY app

Download the eKEY app from the app store. Search for "supra ekey" or use one of the links below.

[App Store](#) (iOS/iPhone) | [Google Play](#) (Android)



Activate the eKEY app

After downloading and installing, follow these steps to activate the app:

1. Open the eKEY app.
2. Tap "ACTIVATE eKEY APP."
3. Tap "I already have an Authorization Code" on the app screen.

I already have an Authorization Code

4. Enter the authorization code shown below:

3. After downloading the eKEY app and activating it, you can tap the link on the email (or on the eKEY app) that says I already have an authorization code.



Supra eKEY®

VERSION 5.0

ACTIVATE eKEY APP

VIEW WALKTHROUGH

Supra eKEY®

I need to request an Authorization Code

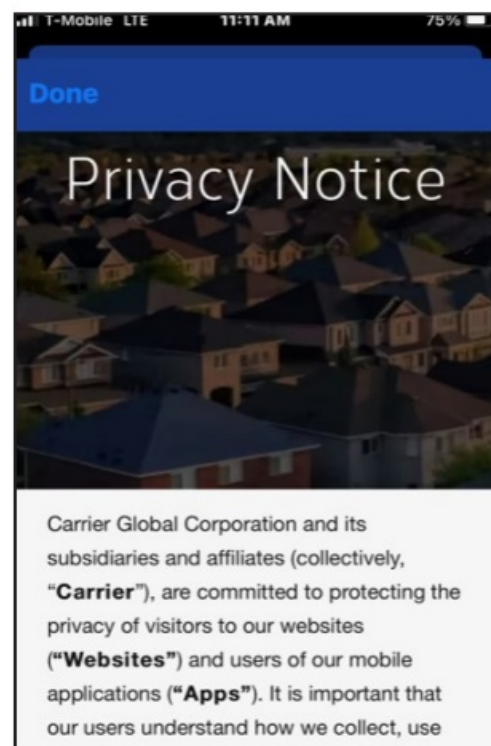
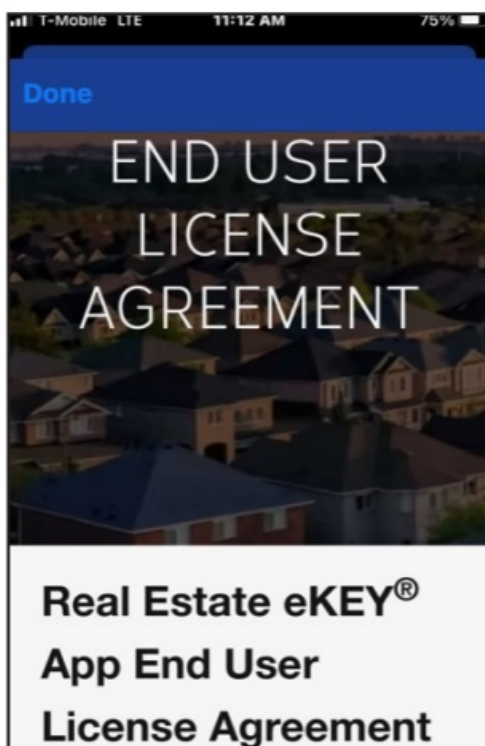
I already have an Authorization Code

I already have a Single Access invitation. Tap to register

4. The authorization page will appear, prepopulated (if you use the link in the email). The EULA and privacy notice must be accepted (tapped on) to **continue**.

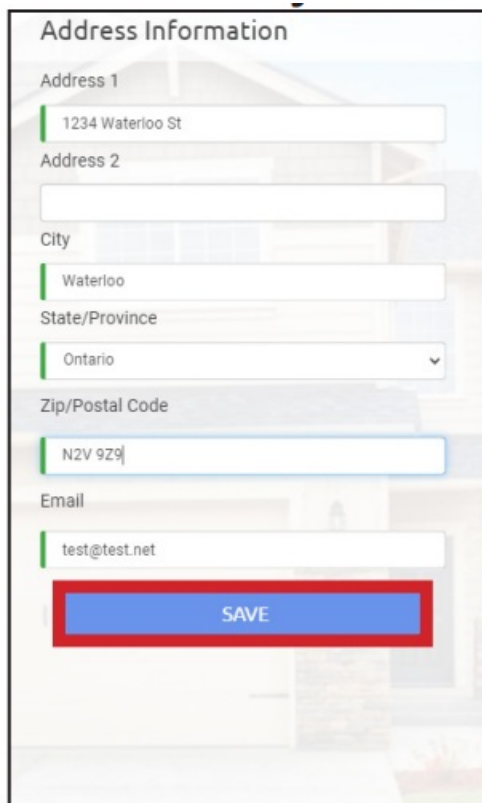


Note: To read the End User License Agreement or the Privacy Notice, click on the link in each sentence.



5. A Welcome screen will appear. Select the service level you prefer and agree to the Keyholder Terms & Conditions. To read the T&Cs, tap the link.

Note: Use the horizontal or vertical scroll bar to view full **T&Cs**.



Address Information

Address 1
1234 Waterloo St

Address 2

City
Waterloo

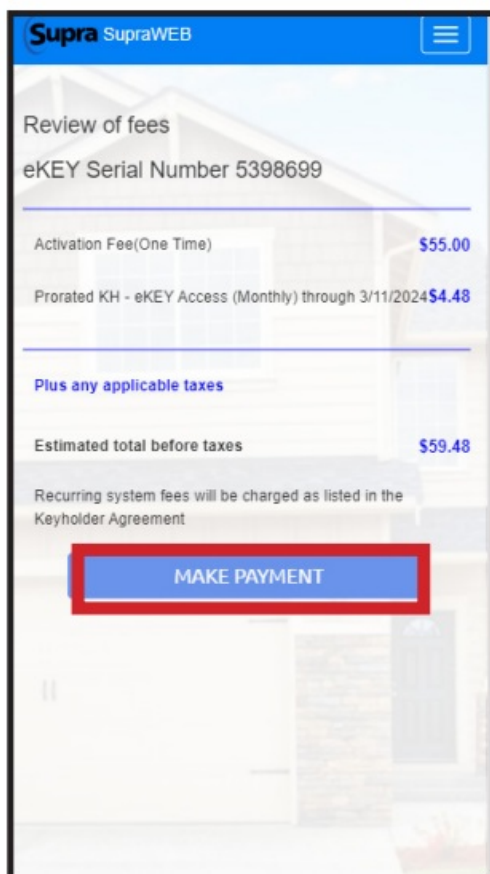
State/Province
Ontario

Zip/Postal Code
N2V 9Z9

Email
test@test.net

SAVE

8. Tap Make Payment and then tap Yes to confirm that you want to submit the payment.



Supra SupraWEB

Review of fees
eKEY Serial Number 5398699

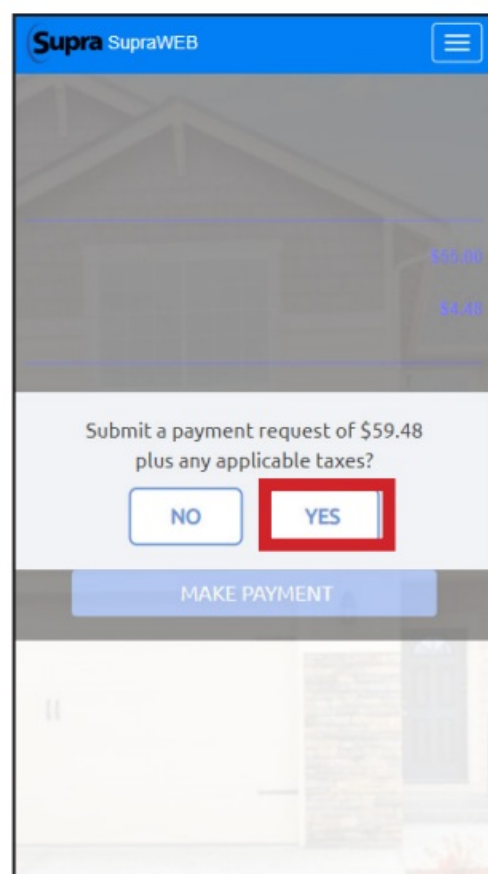
Activation Fee(One Time)	\$55.00
Prorated KH - eKEY Access (Monthly) through 3/11/2024	\$4.48

Plus any applicable taxes

Estimated total before taxes \$59.48

Recurring system fees will be charged as listed in the Keyholder Agreement

MAKE PAYMENT



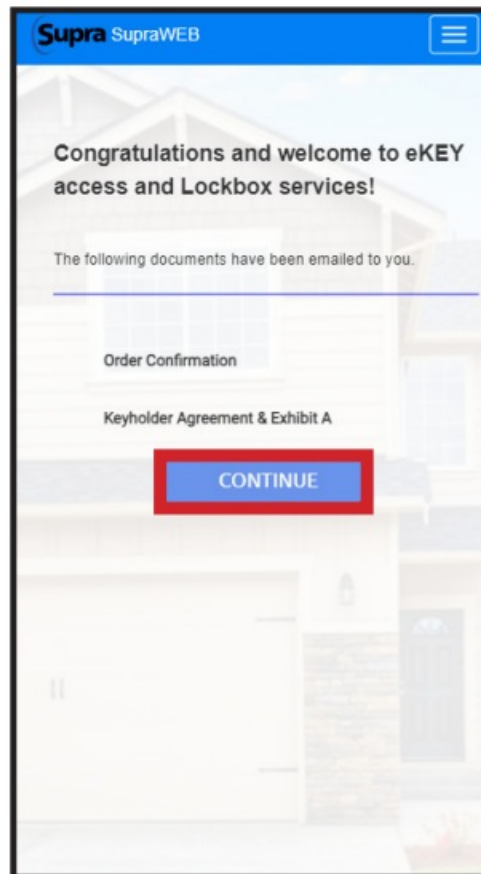
Supra SupraWEB

Submit a payment request of \$59.48 plus any applicable taxes?

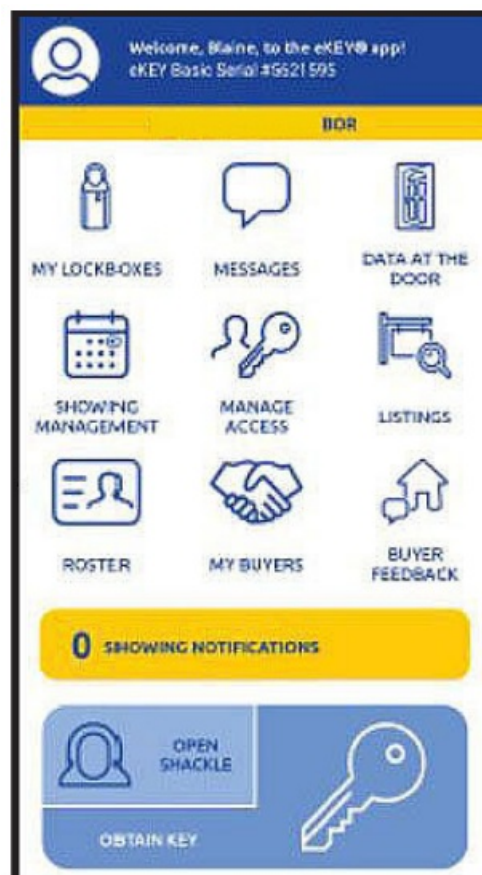
NO YES

MAKE PAYMENT

9. You will see a screen that says Congratulations and Welcome. Tap Continue to finish the process.



10. The eKEY home screen will then appear, ready to use.



Documents / Resources

	Supra eKEY Self Signup App [pdf] User Guide eKEY Self Signup App, Self Signup App, Signup App, App
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References

- [§ Real Estate Digital Solutions Leader | Key Management| Supra](#)
- [User Manual](#)

Manuals+, [Privacy Policy](#)

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