



How To Renew Your SentiCard

Your SentiCard expires daily. To renew your SentiCard:

At your PC:

- Insert card into card reader attached to your PC.
- The SentiLock Card Utility will display the Login window.
(If the SentiLock Card Utility does not display the Login window click Start/Programs/SentiLock Card Utility/SentiLock Card Utility.)
- The SentiLock Card Utility will detect your ID and fill in the SentiLock ID field automatically.
- Enter your password in the **Password** field.
- Click the **Renew** button to renew your SentiCard.
- When the SentiLock Card Utility finishes updating your SentiCard it displays the **Renew Card Summary** window. This window displays the card's new expiration date.
- Click **OK** and remove your SentiCard from the card reader.

At a property:

- Call SentiLock Support – 1-877-736-8745 – (7 a.m. – 11:00 p.m. – 7 days a week)
- Select Option 2
- Insert Card into lockbox
- Press **FUNC 0** plus renewal code and **ENT**
- Remove card and re-insert card. Use normally.