



COVID-19 UPDATE

PRACTICE SAFE REAL ESTATE



The Greater San Diego Association of REALTORS® is committed to helping our members and communities, as we all manage the current situation of COVID-19 in an informed and responsible manner. We recommend that you put safety first, instilling trust in the clients you serve and the community, as it relates to real estate and the many businesses associated with our industry.

The following guidelines will help REALTORS® demonstrate care for the health and safety of clients, colleagues and the greater community:

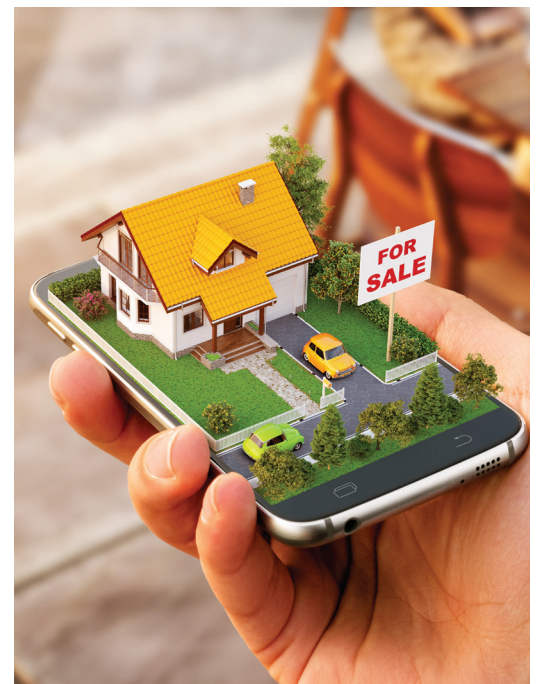
GENERAL GUIDELINES

Practice Good Hygiene

- Avoid shaking hands to reduce the risk of spreading the infection
- Wash your hands often with soap and water for 20 seconds or use hand sanitizer with at least 60% alcohol.
- Shield coughs and sneezes
- Refrain from touching your face
- Routinely disinfect surfaces like doorknobs, tables, desks, and handrails
- Increase ventilation by opening windows or adjusting air conditioning
- Limit food sharing
- Read and understand the recommendations from the Centers for Disease Control and Prevention (CDC) on how to protect yourself.

General Guidelines for Managing Your Business

- Use videoconferencing for meetings when possible
- Hold meetings in open, well-ventilated rooms, maintaining social distancing recommendations
- Adjust or postpone large meetings or gatherings
- Assess the risks of business travel



Stay Home If:

- You feel sick or have a sick family member in your home
- You have a fever

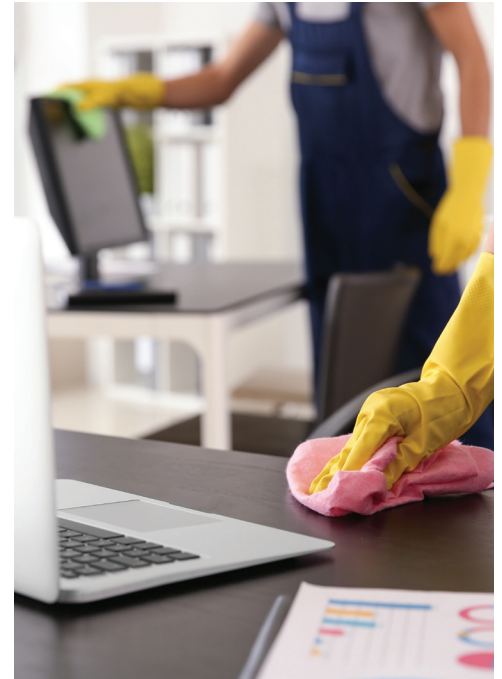
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BUSINESS PRACTICE GUIDELINES

Showings

- Showings should be done virtually, if at all possible.
- Showings should be held by appointment only, and follow the guidelines above.
- Meet clients at the property, rather than driving together, to minimize risk.
- Only a single agent and no more than two other individuals should be in a home at the same time, observing the social distance guidelines at all times, remaining at least six feet apart per the recommendations established by the CDC.
- Sellers should not be present within a dwelling at the same time as other individuals.
- Any person entering a property should provide a declaration that to the best of their knowledge, they are not currently ill with a cold or flu; do not have a fever, persistent cough, shortness of breath, or exhibit other COVID-19 symptoms; have not been in contact with a person with COVID-19; and will adhere to and follow all precautions required for viewing the property at all times.
- All persons visiting a property should wash their hands with soap and water or use hand sanitizer prior to entry, and wear disposable rubber gloves and a protective face mask, if made available.
- Bring your own sanitizers and gloves.
- If using a lockbox, be sure to disinfect the key, the box, and the doorknob prior to utilizing.
- When using disposable gloves, be sure to put them on prior to entry and to dispose of them after leaving each property.
- Sellers must disclose to all persons who enter the property if they are currently ill with a cold, flu or COVID-19 itself, or have a fever, persistent cough, shortness of breath or other COVID-19 symptoms, or have been in contact with a person with COVID-19.
- If anyone who enters the property is later diagnosed with COVID-19, the person who is diagnosed must immediately inform the listing agent, who will then make best efforts to inform everyone who entered the property after the person diagnosed, of that fact.
- Inform sellers and buyers of the risks of showing and visiting properties. It may be dangerous or unsafe and could expose them or others to coronavirus (COVID-19).
- Follow suggestions in the CDC's Cleaning & Disinfecting Guide and provide this information to your sellers, advising them to disinfect the property according to those guidelines after the showing is complete.



Maintaining Your Business

- Refrain from using printed unsolicited marketing during the COVID-19-related declaration of emergency.
- Consider extending your listing and putting a hold on marketing activities
- Communications with clients should be done via electronic means or by telephone. In person meetings should be minimal, unless absolutely necessary.

