



# Safer at Home Guide for Real Estate

## Protect Yourself & Employees



**Showings are allowed**, as is everything in a transaction from listing to closing.



**No food or beverage offered** during showings.



**Open Houses are not allowed.**



**Only people in a “family unit”** (people living in the same house) **may look at a property** with a Broker.



**Maintain 6 foot distancing** from other employees and customers.



**Maintain detailed log of customer interactions** to enable contact tracing (if ever needed).



**Require service providers to stay home** if showing any symptoms or signs of sickness or if they have had contact with a known positive case.

## Practice good hygiene



**Sanitize high- touch surfaces** and tools or equipment after each customer visit.



**Require gloves and face coverings** or masks for any in-person interactions or work being done in third-party homes or office spaces.



**Change gloves** between customers.



**Provide guidance** and encouragement on personal sanitation including **frequently washing hands.**



Provide estimates, invoices, and other **documentation electronically** (no paper).



**Seek contactless payment** options (whenever possible).

## Inquire if...

Third-party homes have symptomatic individuals or individuals who have contact with known positive cases and, if they do, cease any in-person interaction and limit any in-home activities to only those which are critical and can be done without risk to service provider.

**SOURCE: [COVID19.COLORADO.GOV](https://www.colorado.gov/covid19)**



## Monitor...

Implement procedures for field-based employees to monitor for symptoms and report to management daily on health status.

## Prioritize...

Remote work and/or personal protective equipment for people at higher risk of severe illness from COVID-19.

