

Best Practices for working in Real Estate During the Covid-19 Pandemic

Listings

- Include in private remarks the following “All showings must comply with COVID-19 NYSAR Guidelines: Masks must be worn. Showing agents to have buyers’ proof of funds or prequal letter and signed COVID Disclosure before scheduling appointment. Showing Agent must ask buyers health screening questionnaire on day of showings.”
- Supply of disposable masks, hand sanitizer and/or disinfectant wipes should be made available at property by Listing Agent. Note: if seller requires gloves and booties be worn it will be the Listing Agent’s responsibility to supply those as well.
- COVID Disclosure sign (along with Fair Housing) should be prominently displayed inside home.
- For occupied properties, owners or tenants should leave lights on and doors opened to limit the need for others to touch things.
- For occupied properties, owners or tenants should vacate property for showings.
- Documents and flyers should be available electronically for touchless distribution.
- Consider limiting showings to ½ hour with 15 minutes in between for sanitization.

Open Houses

- Have supply of disposable masks, hand sanitizer and/or disinfectant wipes available. Consider making gloves available as well.
- Limit guests in house to one 2-person group at a time. No children should be permitted in the home.
- All people in house must wear mask.
- Lineup of guests should remain socially distant (and wearing mask) until called to enter.
- Open House host should wipe down commonly touched areas before start of open house, in between groups inside and at the end of open house.
- Open House host should have all lights on and doors open and discourage guests from touching things inside the house.
- Documents and flyers should be available electronically for touchless distribution.

Working with Buyers

- Showing Agent is to ask screening questions each day showing homes – keep records for 30 days.
- Showing agent should have received buyers’ proof of funds or prequal letter before scheduling showing appointment.
- Limit guests in house to one 2-person group plus 1 agent at a time.
- All people in house must wear a mask.
- Keep supply of disposable masks, hand sanitizer and/or disinfectant wipes available for all showings.
- Showing Agent should discourage guests from touching things and instead, showing agent should be the one to open doors and turn on/off lights etc. and wipe down touched surfaces.
- Documents and flyers should be provided electronically for touchless distribution.
- Adhere to the strict timeframe of the scheduled appointment. If more time is needed, showing agent should schedule another showing, instead of staying past allotted time.

Other

- Any agent violation should be reported to the violator’s Broker or the NYS hotline (please note that GRAR does not have the authority to enforce NYS COVID mandates).