March 2020 - Ahmann Brothers Real Estate and COVID-19 (Coronavirus)

We understand that these are disconcerting times and that our grit is challenged daily as we navigate life in the days and times of this coronavirus. We have been seeking guidance on how to approach our business as we continue to serve our clients.

We further see the potential on the horizon that greater significance may be placed on plans to buy and sell as economic needs change and as people seek the comfort of a smaller community to call home. In that light, our team, in concert with our local, state and national REALTOR Associations, has adopted the following to assist in slowing the spread of COVID-19. We will continue to monitor the situation and are also consulting resources from the <u>Centers for Disease Control and Prevention</u> and may implement additional measures in our small, fiercely independent brokerage.

For our Seller clients:

- We will assist you in maintaining a supply of disposable booties (shoe covers) and disposable gloves. We ask that you provide access to hand sanitizer in a conspicuous location near the entry to your home.
- We ask that you inform us of any household members experiencing symptoms of illness, who
 may have traveled in the past two weeks, or who may have possibly come into contact with
 anyone testing positive for COVID-19. In this situation, we will postpone showings until a twoweek clear window has passed. Also, we request that the you clean and disinfect all areas used
 by the ill person, focusing especially on frequently touched surfaces.
- For all showings, we advise sellers to leave all lights on and interior doors open. We further ask that you sanitize surfaces prior to leaving the house, before each showing, before a home inspection, before an appraiser enters the home, and to sanitize again immediately upon returning to the home.
- We will not be holding Open Houses.

For our Buyer Clients:

- We will keep a supply of disposable booties (shoe covers) and disposable gloves to make available for showings. We ask that you provide your own hand sanitizer.
- We ask that you meet us at each showing in your own vehicle rather than having you ride along in our vehicle. We will continue to converse with you between and after showings to provide guidance and obtain your feedback, but will do so via telephone, text messaging and email.
- We ask that you sanitize your hands before entering each home and keep a healthy distance while inside the house. Do not touch light switches, cabinets pulls or doorknobs unless wearing gloves. Do not remove shoes but rather wear booties and take them with you when you leave. Use clean disposable booties and gloves for each home visited. Wash your hands for at least twenty seconds or use hand sanitizer immediately upon leaving the home.

• Consider the use of FaceTime showings as a means of obtaining first impressions of a property, followed by in-person showings as necessary. Please consider the guidance our Buyer agents can provide during the process as they genuinely care for your needs first and foremost.

For all of our Clients:

- We ask for your patience and request that we not interact face-to-face if you have not been feeling well or if you have recently traveled (within the last 2 weeks). We will postpone showings and direct meetings with you until a two-week clear window has passed.
- We will promote the use of email, phone and text for our primary means of communicating with you. In the event that we need a face-to-face meeting, we promise to provide a clean environment in our offices. We ask that you allow us to assist with opening of doors or in using light switches, etc. We will promptly sanitize all surfaces at the end of our meeting as well as daily.
- We will utilize preparation of documents in an electronic format and will obtain signatures, initials, etc. via Authentisign in order to limit the direct contact we have with our clients. We have become well versed in this exercise and it can further help lessen the transfer of paper between us, our clients, your lenders, title companies and the many other people involved with your transaction.

To close, we want to express to you that your safety and well-being is our number one priority. If at any time you are uncomfortable, just let us know. It's fine with us if you choose to postpone listing and/or showings. We will fully support your decision. If you are already a party to a Buy-Sell Agreement, you are obligated under the terms of that Agreement to continue your best efforts to close. In light of today's excellent interest rates, closing is likely in your best interest anyway!

Thank you for your understanding and cooperation during this time. Buyers are eager to capitalize on low interest rates, and sellers want to sell! With vigilance and thoughtfulness, we will look forward to continuing our work with you.