

Your guide to

**BUYING
AND SELLING
DURING
COVID-19**





KEEPING YOU SAFE WHILE FULFILLING YOUR REAL ESTATE NEEDS DURING COVID-19

To our valued clients,

Firstly, thank you. Thank you for putting your trust in us as we guide you through the process of purchasing or selling real estate during COVID-19. We know that now more than ever it is vital to have the right company behind you to navigate these waters. We are so proud you have chosen to work with us, and we want you to know that we do not take that responsibility lightly.

Secondly, it's important to recognize that real estate is an essential service, and our agents are well informed and ready to work with you to fulfill your real estate goals and needs. Here at CIR REALTY, we are educated on the intricacies of protecting you, your property and how to most effectively navigate the real estate transaction during this pandemic.

CIR REALTY is leading the industry on implementing safety standards to keep you safe, and to mitigate any health risks related to a real estate transaction. This guide is to help you understand what we are doing to protect you, your family, and what you can do to stay informed during the process of buying or selling a home during COVID-19.

Wishing you all the best in your real estate journey,

CIR REALTY



SELLERS



THERE ARE A FEW THINGS YOU SHOULD KNOW ABOUT HAVING YOUR HOME FOR SALE DURING THIS CRISIS.

At CIR REALTY, we are equipped with all the latest technology to showcase your property for the safe viewing convenience of Buyers online, and are ready to prepare both you and the prospective Buyers for an in-house viewing when appropriate, with safety precautions in place.

WHAT WE CAN DO TO HELP YOU SELL AND KEEP YOU SAFE:

- Prepare a virtual tour of your home for prospective Buyers to view as a first viewing opportunity.
- Conduct live and/or virtual open houses and tours which can be marketed online in advance to prospective Buyers world wide.
- Prepare a cohesive marketing plan for your property that maximizes online exposure.
- Have prospective Buyers complete a COVID-19 disclosure statement related to their current health and exposure history.
- Provide (when available) masks and gloves for safe view practices.
- Provide marketing materials to display in your home reminding Buyers of safe viewing practices.
- Provide continual updates to you regarding the current real estate market.
- Present offers to you virtually, especially if you or they are self-isolating.
- Provide electronic signing options.



HERE ARE A FEW THINGS YOU CAN DO TO YOUR HOME



Make sure your home shows the best it possibly can for every showing.



Leave all interior doors open and lights on to limit the necessity for Buyers to touch things in your home.



Source (if possible) masks and hand sanitizer for Buyers to use during their showing



Disinfect all high-touch areas (such as door knobs, light switches, locks, cupboards, handles of any kind).



To reassure Buyers viewing your home, complete a COVID-19 disclosure statement related to your current health and exposure history.

A photograph of a modern living room interior, overlaid with a dark blue tint. The room features a large stone fireplace, a flat-screen TV mounted on the wall, a patterned armchair, a coffee table, and a large sofa with several pillows. A potted plant is visible near the window.

BUYERS



JUST LIKE WORKING WITH SELLERS DURING COVID-19, THE SAFETY OF OUR BUYERS IS ALSO A TOP PRIORITY.

We have implemented industry leading guidelines for you to follow to help protect you and your family.

HERE ARE A FEW THINGS YOU SHOULD KNOW BEFORE YOU START THE PROCESS:

1. Sellers are only allowing serious Buyers through their properties. You should be pre-approved through a qualified mortgage broker before you start the buying process.
2. You will likely need to complete a COVID-19 disclosure statement related to your current health and exposure history.
3. You have the right to ask a Seller to complete a COVID-19 disclosure statement related to their current health and exposure history.
4. Sellers are allowed to decline showings if they feel uncomfortable.
5. Many properties have virtual tours for you to view prior to viewing the property in person. The fewer showings needed, the less exposure you will have.

WHAT WE CAN DO TO HELP YOU BUY AND KEEP YOU SAFE:

- Provide you with a virtual tour first, so you can qualify if the home suits your needs before viewing it in person.
- Ask for the Sellers COVID-19 disclosure statement prior to visiting their home.
- Ask qualifying questions for us to ask the Seller's representative to make sure the home fits your needs before viewing it.
- Provide you with information about the community and local amenities.
- Provide continual updates to you regarding the current real estate market, and how these changes may affect the price of the home you are interested in.
- Prepare offers for you virtually, especially if you or the sellers are self-isolating.
- Provide electronic signing options.



HERE ARE A FEW THINGS YOU CAN DO WHEN VIEWING HOMES



Get pre-approved from your mortgage specialist. We are happy to refer you to one of our favorites if you need one.



Try to avoid touching handles, light switches, etc while viewing properties.



Limit in-person viewings to the properties you are the most serious about.



Travel in your own vehicle.



Keep social distancing during showings, even with your agent.



Wear a mask during showings and bring hand sanitizer.



DISCLOSURE DOCUMENTS



DISCUSSING COVID-19 WITH YOUR BUYER CLIENT

At this time, we all need to do our part in reducing the spread of COVID-19. When someone is in search of a new home, they are visiting many different houses and it is important for agents to understand some important information to best serve their clients during this unprecedented time.

Buyer's Name(s): _____

Buyer's Representative and Brokerage: _____

POTENTIAL EXPOSURE TO COVID-19	YES	NO
1. Have you, or anyone in your house, travelled internationally within the past two weeks?	<input type="checkbox"/>	<input type="checkbox"/>
2. Have you been in contact with anyone in the past two weeks that has tested positive for COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>
3. Do you currently have any symptoms of COVID-19? Including but not limited to a fever, dry cough, or flu like symptoms?	<input type="checkbox"/>	<input type="checkbox"/>
4. Have you or anyone in your house tested positive for COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>
5. Are you or anyone in your household awaiting test results for COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered yes to any of the above questions it is strongly encouraged you do not view any houses until two weeks have passed since: the date the person who has travelled internationally arrived back, you were in contact with someone who tested positive for COVID-19 or the date your last symptom presented themselves, along with any direction from 811 and Alberta Health Services.



DISCUSSING COVID-19 WITH YOUR BUYER CLIENT

Continued

If you have answered yes to any of the previous questions, and would still like to proceed with viewings, please take a moment to discuss with your REALTOR® the level of comfort they have continuing prior to the two week recommended isolation period.

Pertaining to the previous five questions, there are various options you can choose regarding the disclosure of this information.

- I/ We instruct our REALTOR® to disclose this information when booking a showing.
- I/ We instruct our REALTOR® to disclose this information only when it is requested.
- I/ We instruct our REALTOR® not to disclose this information when requested. I acknowledge the legal obligation of the REALTOR® to be truthful, therefore, the REALTOR® will respond to inquiries regarding the above information with “The Buyer has instructed me not to answer that question”.

If you have answered No to all of the previous five questions. It is important for your REALTOR® to understand any concerns you may have prior to viewing a house.

	YES	NO
1. Do you want your REALTOR® to ask the seller:		
a. Has anyone occupying the property travelled internationally within the past two weeks?	<input type="checkbox"/>	<input type="checkbox"/>
b. Has anyone occupying the property been in contact with anyone in the past two weeks that has tested positive for COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>
c. Does anyone occupying the property have any symptoms of COVID-19? Including, but not limited to, a fever, dry cough, or flu like symptoms?	<input type="checkbox"/>	<input type="checkbox"/>
d. Has anyone occupying the property tested positive for COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>
e. Is anyone occupying the property awaiting test results for COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>



DISCUSSING COVID-19 WITH YOUR BUYER CLIENT

Continued

2. Is there anything additional you would like done or confirmed that would make you feel comfortable viewing houses during this time?

I/We, _____, acknowledge
all statements are truthful, to the best of our knowledge as of today's
date _____.

Given this extraordinary time period, if any of the first five questions asked
regarding potential exposure to COVID-19 changes, I will notify my
REALTOR® immediately.

(Initials)

Signed and dated at _____, this ____ day of _____, 20____.

Buyer

Witness

Buyer

Witness



DISCUSSING COVID-19 WITH YOUR SELLER CLIENT

At this time, we all need to do our part in reducing the spread of COVID-19. When someone is in search of a new home, they are visiting many different houses and it is important for agents to understand some important information to best serve their clients during this unprecedented time.

Seller's Name(s): _____

Seller's Representative and Brokerage: _____

Address being sold: _____

POTENTIAL EXPOSURE TO COVID-19

YES **NO**

- | | | |
|---|--------------------------|--------------------------|
| 1. Has anyone in the house being sold, travelled internationally within the past two weeks? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Has anyone in the house being sold, been in contact with anyone in the past two weeks that has tested positive for COVID-19? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does anyone in the house currently being sold, have any symptoms of COVID-19? Including, but not limited to, a fever, dry cough, or flu like symptoms? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Has anyone in the house being sold tested positive for COVID-19? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is anyone in the house being sold awaiting test results for COVID-19? | <input type="checkbox"/> | <input type="checkbox"/> |

If you have answered yes to any of the above questions it is strongly encouraged you do not allow any viewings of your house until two weeks have past since: the arrival home of the person who has travelled internationally, when you were in contact with someone who tested positive for COVID-19, or the date your last symptom presented themselves, along with any direction from 811 and Alberta Health Services.



DISCUSSING COVID-19 WITH YOUR SELLER CLIENT

Continued

If you have answered yes to any of the previous questions, and would still like to proceed with showings, please take a moment to discuss with your REALTOR® the level of comfort they have continuing prior to the two week recommended isolation period.

Buyer's may request their agents obtain this information and there are various options you can choose regarding the disclosure of this information.

- I/ We instruct our Representative to disclose this information when a showing is requested.
- I/ We instruct our Representative to disclose this information only when it is requested.
- I/ We instruct our Representative not to disclose this information when requested. I acknowledge the legal obligation of the Representative to be truthful, therefore, the Representative will respond to inquiries regarding the above information with "The Seller has instructed me not to answer that question."

If you have answered No to the previous find questions. It is important for your REALTOR® to understand any concerns you may have regarding someone viewing your house.

1. Do you want your REALTOR® to ask the buyer:	YES	NO
a. Whether or not anyone in their house has travelled internationally within the past two weeks?	<input type="checkbox"/>	<input type="checkbox"/>
b. Whether or not they have been in contact with anyone in the past two weeks that has tested positive for COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>
c. If anyone currently in the house has any symptoms of COVID-19? Including, but not limited to, a fever, dry cough, or flu like symptoms?	<input type="checkbox"/>	<input type="checkbox"/>
d. Have you or anyone in your house tested positive for COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>
e. Are you or anyone in your house awaiting test results for COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>



DISCUSSING COVID-19 WITH YOUR SELLER CLIENT

Continued

2. Is there anything additional you would like done or confirmed that would make you feel comfortable viewing houses during this time?

If the property currently has a tenant in it, I/We, _____ ,
acknowledge we have confirmed the above questions with our tenant on
this date _____ .

I/We, _____ , acknowledge
all statements are truthful, to the best of our knowledge as of today's
date _____ .

Given this extraordinary time period, if any of the first five questions
asked regarding potential exposure to COVID-19 changes, I will notify my
REALTOR® immediately.

(Initials)

Signed and dated at _____ , this ____ day of _____ , 20__.

Seller

Witness

Seller

Witness