



UNITED REALTY HEALTH AND SAFETY POLICY

United Realty takes the health and well being of our community seriously. To do our part in stopping the spread of COVID-19, United Realty has implemented a Health and Safety Policy (“Policy”) that takes effect on June 29, 2020 at 6:00 AM CT and will remain in place until further notice. Our Policy will require the following:

1. FACE COVERINGS ARE REQUIRED TO ENTER AND REMAIN IN OUR OFFICE

- All persons 10 years or older entering the office must wear a face covering over their nose and mouth. This applies to employees, current and future residents, visitors, vendors, and other clients (“Patrons”).
- Face coverings can be a homemade mask, scarf, bandana, or handkerchief.

2. LEASING AND SALES AGENTS ARE REQUIRED TO WEAR FACE COVERINGS ON CLIENT TOURS

- All leasing and sales agents will wear a face covering during the entirety of a client tour.
- All clients are required to wear a face covering while meeting with a leasing or sales agent during the tour.

3. SOCIAL DISTANCING PROTOCOLS

- Even with the use of face coverings, we ask that everyone maintain six (6) feet of social distancing whenever possible.
- Our lobby will have limited seating capacity. We will kindly ask Patrons to either wait outside or in their vehicle if the lobby capacity is reached.
- Our leasing and sales agents will maintain social distancing protocols during client tours.

4. VIOLATIONS

- Patrons who do not wear a face covering will be asked to leave the premises and will not be provided goods or services until the face covering requirements are followed.
- Leasing and sales agents who do not wear a face covering during a client tour will face disciplinary action, pursuant to United Realty guidelines.

5. NOTICE AND SIGNAGE

- Notice of this Health and Safety Policy will be posted in a conspicuous location of our office.
- This Health and Safety Policy follows the Mayoral Order Number Three Due to Public Health Emergency Mandating Face Coverings For Commercial Entities dated June 25, 2020.