

IMPORTANT NOTICE

TO ALL NCAOR REALTOR & AFFILIATE MEMBERS

Let's All Act Responsibly and Maintain our Health

ACTION PLAN IN RESPONSE TO COVID-19 CORONAVIRUS

The Nevada County Association of REALTORS® is concerned for the health and safety of both our Members and our Staff. The primary method of stopping the spread of coronavirus is to distance ourselves from those who are suffering from the virus. We will take the following action steps to avoid spreading COVID-19:

- All live classes and large-scale meetings have been cancelled for the next forty-five (45) days. We will reevaluate the situation and notify you when we have more information.
- The REVEI relicensing crash course will take place in a modified “Go to Meeting” format and instructions will be distributed to each attendee as this class is critical for those whose licenses are due to expire.
- NCAOR has cancelled their hosted Marketing Sessions at all locations until further notice yet the tour module on MetroList is still available. Should Sellers choose to place their home on tour, it is up to the discretion of the individual agents to schedule and post the listing on MetroList caravan.
- NCAOR Committees: Meetings may be held at the discretion of each Chair and members notified in the event regularly scheduled committee meeting is postponed or cancelled. NCAOR is currently working on allowing meetings to be held through an online meeting format and will notify members when confirmed
- We are encouraging members to seek information/registration online or by phone with staff to avoid face-to-face contact when possible.
- Our offices will remain open Monday – Friday from 9am – 5pm until further notice so that we can service those agents in need of data access, lockbox and key services. *Members are advised and encouraged to contact our office prior to physically visiting the association offices so that we can determine if we can service their needs over the phone.
- We ask that everyone that is planning to attend an event or to transact business at NCAOR to conduct a critical self-analysis. If there is a possibility that you are not feeling well with flu-like symptoms, we ask that you refrain from visiting our offices. If you are registered for an event and do not attend because you are not feeling well, at this time a full refund will be provided upon written request. We certainly care about your well-being and the health of others and do not want you to attend an event when ill due to a payment already made to the Association.

The health and safety of all is our priority. We thank you for acting responsibly and will keep you posted with any new information.

Sincerely,

Diane Spooner, 2020 President and Kathleen Hinman, RCE



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