

April 11, 2025

OPEN HOUSE BEST PRACTICES

Advise your sellers to notify their insurance company that the property is listed for sale and notify the seller they should have adequate insurance coverage. If the property is to be vacant during all or part of the term of this listing, the seller should request that a “vacancy clause” be added to their insurance policy.

Advise sellers not to leave valuables lying around – or in drawers. This includes jewelry, watches, coin and stamp collections, handguns, prescription drugs, etc.

On the day of the open house, arrange for the seller to meet with you before the house is opened to the public. Advise the seller of the risk. Go around the house with the seller and inspect for accessible valuables.

If there’s more than one person in the house, make it clear that they’ll have to stay together as you show them the house. Watch to see that nobody splits away from the group.

Ask everyone to sign an open house log as they enter. Get phone numbers and addresses if possible. If they refuse to sign, it will alert you to be more careful. Of course, the thieves aren’t going to give their correct names and addresses. However, this too can be helpful to the police. If it’s a false address, the police can zero in on obtaining descriptions of those people.

The above doesn’t guarantee against theft. We’re sure you can think of other things that can be done to minimize the risk. If you have any good suggestions, let us know.

REMINDER ABOUT REMARKS SECTION!

Please remember that the public remarks section is to be used only for describing the house. Any “Agent to Agent” remarks (i.e. contact, showing or financing information) must be entered into the Agent Remarks portion of the listing. The agent remarks section is easily viewable on the “1 Page Detail” and the “All Fields Detail” reports.



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