# REALTOR® Safety Tips
# What Every Agent Should Know

Keep a charged cell phone with you at all times.

Give someone in your office an itinerary of properties you plan to show and check in as often as possible by cell phone - or ask someone at the office to call you occasionally.

Use code words for certain uncomfortable situations.

Carry a cell phone in your pocket and program it to dial 911 at the touch of a button.

Never work at a public open house by yourself.

Don't put your home phone number on your business card. Buy a voice pager or use your cell phone for out-of-office contact.

Never advertise a property as vacant.

Always take separate cars for showings. If you must take one car, you drive. When you leave your car, lock it. Keep your keys with you at all times.

Let potential buyers take the lead when exploring a home, with you following behind. Avoid going into the basement or confined areas with a prospect.

Always have prospects meet you at your office the first time. Ask them for identification. If they question you about it, tell them "It's company policy."

Find out as much as you can about prospects, such as where they work and what they do. Ask a lot of questions and be a good listener.

Know your sales area. Preview the property.

**Trust your instincts. If you're suspicious, it is better to walk away from a listing or showing.**