

LICENCE B – THE PURCHASE OR SALE, BY WHATEVER MEANS, OF LAND

Subject matter	Level 3	Level 4	Level 5
Office open to the public	Business as Usual (In line with Joint Sector Protocol for Property Services Providers)	Office closed to the public.	Office closed to the public.
Attendance at the office	Business as usual (In line with Joint Sector Protocol for Property Services Providers)	Agents and staff should work remotely where possible. Where this is not possible, all relevant safety protocols to be adhered to.	Agents and staff should work remotely where possible. Attendance only where necessary to facilitate provision of services.
Estate Agent to view property on engagement by client	Business as Usual (In line with Joint Sector Protocol for Property Services Providers)	Agents at commencement of engagement by their client, may view the property to be placed on the market for sale and arrange for BER certification and any other requirement on engagement.	Agents at commencement of engagement by their client, may view the property to be placed on the market for sale and arrange for BER certification and any other requirement on engagement.
Viewings by the public of properties for sale	Business as Usual (In line with Joint Sector Protocol for Property Services Providers)	Viewings by the public permitted of vacant, new and second-hand properties by appointment only where: <ul style="list-style-type: none"> • Confirmation provided of (a) proof of funds (b) property previously viewed online. • Time restricted appointments with sufficient time allowed between appointments to avoid any potential cross over of viewers. • Viewings by one party of two people from the same household is only permitted. 	Viewings by the public permitted of vacant, new and second-hand properties by appointment only where: <ul style="list-style-type: none"> • Confirmation provided of (a) proof of funds (b) property previously viewed online. • Time restricted appointments with sufficient time allowed between appointments to avoid any potential cross over of viewers. • Viewings by one party of two people from the same household is only permitted.