

SECTION 3: SAFETY WITH CLIENTS**SHOWING AND MANAGING COMMERCIAL PROPERTY**

Property management may be one of the most dangerous careers in real estate because you are typically showing vacant properties to prospective customers. Here are several things to keep in mind:

- Communication plays a vital role when you're showing vacant property. Know who you are dealing with. Insist that you have information recorded both at the office and with you about the client.
- Notify a colleague of your schedule and whereabouts.
- Be sure your cell phone is serviceable in the area in which you are showing the property.
- When the property is vacant, be aware of the time of day you are showing the property. Showing a property at dusk or after dark, with no electricity on in the space you are showing, is not advisable.
- Get to know all prospective clients before showing the property. Use your intuition. If you feel uneasy, have someone else with you, or don't show the property.
- Have policies in place regarding rental collection and disposition of a property. All of the real estate safety practices are applicable in commercial sales and property management, and are even more relevant since you are usually dealing with vacant locations. Be sure you review all the safety awareness procedures and implement the best measures to provide protection from assailants.

(Source: Georgia Association of REALTORS[®])