

#### **410. REALTOR® HOME TOURS**

##### REALTOR® Home Tours Information/Marketing Sessions:

- A. The object of the REALTOR® Home Tours information/marketing session is to promote real estate and have programs that will be of benefit to the membership, as recommended by the Home Tours Committee and approved by the Board of Directors.
- B. REALTOR® Home Tours information/marketing sessions may be held in all appropriate marketing areas. Sessions will not be held on national holidays, member-attended events and appropriate school district “snow” days.
- C. All properties promoted must be listed in the Prescott Multiple Listing Service as active on the day of the tour.
- D. Not canceling a house scheduled for tour is subject to a \$25.00 fine. Tour Coordinators will report any violations to PAAR staff.
- E. Affiliate Members will not be allowed to participate in drawings for gifts of advertising and door prizes at the REALTOR® Home Tours unless otherwise specified by the donator of the item.
- F. Meeting locations and Tour schedules. Any discussion for changing the location for any of the marketing meetings or change to tour schedules shall be noticed to the Chief Executive Officer and submitted for approval by the PAAR Board of Directors and Finance Committee.
- G. The breakfast sponsor’s flyers, agent flyers and the Home Tour sheets may be placed on the attendee tables. All other flyers will be placed in one central location.
- H. An agent or team may have multiple homes on the home tour list, space permitting.
- I. Property may not be placed on tour within 45 days if listed by same agent.
- J. Tours may be conducted periodically in each of the marketing areas.
- K. Each marketing area may have a staff liaison that will be responsible for scheduling the tour.
- L. Each marketing area may establish its own tour schedule, subject to ratification by the Board of Directors.
- M. Homes on tour will be scheduled through the computer system. To be included in the tour homes must be submitted at least one business day by noon before the tour.
- N. Newly constructed homes must have a minimum of plumbing, fixtures and kitchen cabinets installed to be placed on tour.
- O. Homes on tour must be available for previewing (interior and exterior). “Drive By” viewings will not be allowed on tour.
- P. To hold all tours on varying days of the week and to have a staff person attend.
- Q. To place a home on tour, either the member or a representative of the member’s brokerage must attend the meeting and complete the tour.