**TEMPLATE LETTER REAL ESTATE ESSENTIAL BUSINESS BORDER CROSSING**

*[NOTE: CUT AND PASTE TO LETTERHEAD OF BROKERAGE]*

To whom it may concern:

This letter is provided to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[name] on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[date] to indicate that he/she is real estate professional who is travelling to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [address of location] in Ontario for the purpose of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [specific activity that the brokerage has considered and determined is work activity that it is necessary for the individual to perform outside of his/her residence].  We have determined that the nature of the work \_\_\_\_\_\_\_\_\_\_\_\_\_\_[name] is to carry out in that location requires him/her to leave his/her residence and attend at that workplace.

Please feel free to contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_ [brokerage representative] if you have questions at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[phone number].

Yours sincerely,

[SIGNATURE]

Broker of Record

**DISCLAIMER:**

OREA is providing this letter merely as a ‘template’ in an effort to assist brokerages and individuals that have made a determination with respect to the work activity being necessary for the individual to perform outside of their residence and any travel with respect thereto. The use of this letter in no way ensures that such activity and/or travel meets the above-noted requirements.  The primary obligation remains with the individual to determine separately whether their work activities fit within the exemption because those activities require them to leave their residence, contrary to the Stay-At-Home Order’s primary obligation.  OREA is not responsible for the adequacy, sufficiency, applicability or suitability of this ‘template’ letter and bears no liability for its use and/or any determinations made with respect to the Stay-at-Home Order. OREA Members are urged to seek independent legal advice on the specific issues affecting them.