(Insert your company logo here)

Per Governor Brown’s Executive Order #20-12, issued on March 23, 2020,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(insert name of brokerage) is continuing to conduct business in compliance with strict social distancing guidelines outlined by the Oregon Health Authority, along with the additional requirements noted in the Executive Order. This letter certifies that I am engaged in professional business activities on behalf of the company identified above, adhering to all social distancing guidelines while working out of the office.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Broker

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal Broker

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date signed