



STANDARDIZED OPERATING PROCEDURE FOR PURCHASERS OF REAL ESTATE PURSUANT TO REAL PROPERTY LAW §442-H

Sari Kingsley (the "Broker") is making this Standardized Operating Procedure available on any publicly available website and mobile device application maintained by the Broker and any of its licensees and teams. Broker has copies of these Standardized Operating Procedures available to the public upon request at Broker's office location.

Please be advised that Broker:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Requires            | <input checked="" type="checkbox"/> Does not require | 1. Prospective buyer clients to show identification*  |
| <input type="checkbox"/> Requires            | <input checked="" type="checkbox"/> Does not require | 2. Exclusive buyer broker agreements                  |
| <input checked="" type="checkbox"/> Requires | <input type="checkbox"/> Does not require            | 3. Pre-approval for a mortgage loan / proof of funds* |

\*Although Broker may not require such information, a seller of real estate may require this information prior to showing the property and/or as part of any purchase offer.

\*Pre-approval / proof of funds not required on showings but is required upon presentation of offer to seller

Acknowledgement of Broker

Broker:

By: Sari Kingsley  
Name: Sari Kingsley  
Title: President

State of New York  
County of Richmond

The foregoing document was acknowledge before me this 14th day of April 2022 by Sari Kingsley who personally appeared who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument

John P. Gulino  
Notary Signature

