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## Standardized Operating Procedure for Purchasers of Real Estate pursuant to Real Property Law §442-H

RE/MAX City Square & RE/MAX Beach West & RE/MAX Team (the “Broker”) is making this Standardized Operating Procedure (“SOP”) 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 SOPs available to the public upon request at Broker’s office locations.

Please be advised that Broker:

1. Does NOT require prospective buyer to show identification\*
2. Does NOT require exclusive buyer broker agreement\*\*
3. Does REQUIRE 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.*

*\*\*Although Broker may not require such information, a prospective buyer may request exclusive Buyer Broker Representation.*

### Acknowledgement of Broker

Broker:

RE/MAX City Square (Forest Hills)

RE/MAX City Square (East Meadow)

RE/MAX City Square (Brooklyn)

RE/MAX Beach West (Long Beach)

RE/MAX Team (Jackson Heights)

RE/MAX Team (Flushing)

By: 

Name: William Levin

Title: Company Broker

