



**RE/MAX**  
**E L I T E**

*Serving All 5 Boros... And the World!*

RE/MAX Elite (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 the Broker's office location.

Please be advised the Broker:

☐ Requires ☒ Does Not Require

1.) Prospective buyer clients to show identification\*

☐ Requires ☒ Does Not Require

2.) Exclusive Buyer - Broker Agreements

☐ Requires ☒ Does Not Require

3.) Pre-approval for a mortgage loan/proof of funds \*/\*\*

\*Although the 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 RE/MAX Elite does not require a pre-approval to view houses, we do require one to be included when submitting an offer to purchase should you find a house to purchase through RE/MAX Elite.

Acknowledgement of Broker:

RE/MAX Elite

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Joseph Madaio  
Real Estate Broker/Owner

State of New York  
County of Kings, Queens, and Richmond