

**Standardized Operating Procedure for the Prerequisites
Prospective Homebuyers Must Meet Prior to Services
Pursuant to New York Real Property Law Section 442-h**

On December 21, 2021, New York Real Property Law section 442-h (rules of the Secretary of State relating to real estate brokers and salespersons) was amended to require, in part, that real estate brokers institute standard operating procedures addressing the prerequisites prospective homebuyers must meet prior to provide them with any services.

The Standard Operating Procedures for Weichert Realtors TMT Group located at 199-20 32nd Avenue Flushing NY 11358.

- 1) The Broker does not make it mandatory for prospective buyer clients to show identification unless specifically mandated by the seller prior to showing the property and/or as part of the purchase offer
- 2) The Broker does not make it mandatory for the agent to have an exclusive buyer broker agreement.
- 3) The Broker does not require a pre-approval for a mortgage loan or proof of funds unless specifically mandated by the seller when the Exclusive Right to Represent documentation is signed or amended thereafter.

This Standardized Operating Procedure is hereby acknowledged by the
Broker: Broker

Anthony Tamboni

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