

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

ERA Insite Realty Services is making this Standardized Operating Procedure available on any publicly available website and mobile device application maintained by the brokerage and any of our licensees and teams. Copies of these Standardized Operating Procedures are available to the public upon request at any of our office locations.

Please be advised that, prior to receiving any brokerage services:

We DO require prospective homebuyers to show identification.

We do NOT require homebuyers to execute an Exclusive Buyer Agency Agreement.**

We do NOT require prospective homebuyers to provide a pre-approval for a mortgage loan or proof of funds.*

* While our brokerage does not require these documents prior to providing services, a Seller of real estate may require a pre-approval prior to showing their property and/or as part of any purchase offer and we would be obligated to comply.

**While not required by us, it may be in the buyers' best interest to execute an Exclusive Buyer Agency Agreement at some point during the process; this should be discussed with your agent.