* Broker Supervision (175.21 NYCRR): The Principal Broker (and/or designated Office Manager holding appropriate Associate Broker credentials under RPL § 440(6)) maintains active, direct supervision over all affiliated salespersons and associate brokers.

* Transaction Recordkeeping: Written records of all real estate listings, agency disclosures, offers, contracts, and escrow receipts must be systematically maintained and stored for a minimum of three (3) years (or as required by NYS regulation).

* Client Funds & Escrow: Any earnest money deposits, security deposits, or rents collected on behalf of clients in connection with property management or sales must be immediately handled in strict accordance with Part 175 of NYCRR Regulations Affecting Brokers and Salesmen, ensuring zero commingling of funds and prompt deposit into designated, audited escrow accounts.

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