



PROPERTY
PROFESSIONALS

BROKER'S PROCEDURES

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

The purpose of this document is to establish a uniform system of daily conduct by and between us when dealing with each other, other members of the company, our clients, and members of the public. You are responsible to read and review this document and to comply with its policies and procedures. If you have any questions, please do not hesitate to contact us.

Property Professionals Realty (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 Broker's office location.

- **Licensee selling, purchasing or leasing out personally owned real property.** The broker must be very clear as to the requirements that will apply when a licensee sells, purchases or leases out personally owned real property as both broker policy and jurisdiction regulations must be followed. Please be advised that Broker:

A: Prospective purchasers **shall show** identification.

B: Prospective purchasers **are required** to have a pre-approval for a mortgage. loan/proof of funds.

C: Prospective purchasers **do not** mandatorily require to sign A Buyer Exclusive Agreement.

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.

Acknowledgement of Broker

Broker: _____

By: _____
Name: HARDEV SINGH
Title: BROKER

State of NEW YORK
County of NASSAU

The foregoing document was acknowledge before me this 20 day of APRIL 2022 by HARDEV SINGH who personally appeared who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument

Notary Signature _____

JASPREET K CHAWLA
Notary Public, State of New York
Reg. No. 01CH6384889
Qualified in Nassau County
Expires 12/24/2022

• **Address:**
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• **Email:**
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