



**COLDWELL BANKER**  
**WARBURG**

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

Coldwell Banker Warburg (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 each of the Broker's office locations.

Please be advised that Broker:

       Requires   X   Does not require

1. Prospective buyer clients to show identification\*

       Requires   X   Does not require, however, if used, Broker will advise buyer prior to showing.

2. Exclusive buyer broker agreements

       Requires   X   Does not require, however, a seller may require. If so, Broker will advise buyer prior to showing.

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

\*Although Broker may not require such information (such as a photo identification), a seller of real estate may require this information prior to showing the property and/or as part of any purchase offer. However, sellers may require such information prior to a showing. If so, Broker will advise buyer prior to the showing of the property.

Acknowledgement of Broker

Broker of Record: Coldwell Banker Warburg

Kevelyn Guzman  
Broker of Record  
State of New York  
County of New York