



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

Pursuant to New York State Law, East Coast New York ( the "Broker" ) is making this Standardized Operating Procedure ( SOP ) 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 the Brokers office location. The following apply to prospective home buyers in order to receive services from the broker and its sales agent.

Please be advised that Broker:

- (i) DOES NOT require Prospective buyers to provide identification to work with an East Coast New York agent. However buyers may be required to show identification by a homeowner, listing broker, an office or apartment buildings management or security staff, sponsor / developer, or any other circumstance as directed by a third party.
- (ii) DOES NOT require a Buyer Broker Representation Agreement. Such an agreement is optional if agreed to by the parties.
- (iii) DOES NOT require buyers to provide a mortgage pre-approval or proof of funds prior to receiving services from the broker and its agents. However buyers may be required to provide a mortgage pre-approval or proof of funds by homeowners and listing brokers prior to showing a property, attending an open house, receiving a purchase offer, or any other circumstance as directed by a third party.

Hard copies of these Standardized Operating Procedures are available upon request at any East Coast New York office locations in NYS

I \_\_\_\_\_ acknowledge and understand East Coast New York  
(SOP) [ Please Print Name ]

Agent Signature \_\_\_\_\_ Date \_\_\_\_\_