



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

New York State Realty, LLC (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.

Please be advised that Broker:

☐ Requires ☒ Does not require 1. Prospective buyer clients to show identification\*

☐ Requires ☒ Does not require 2. Exclusive buyer broker agreements

☐ Requires ☒ Does not require 3. Pre-approval for a mortgage loan / proof of funds\*

\*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.

\*Additional documentation may be required based on the property type (ie. Confidentiality Agreements, Liability Waivers, Covid - 19 Disclosures, etc.)

\*These are the standard operating procedures as of the date of acknowledgement below.

\*These procedures are to be utilized and enforced at the discretion of individual representatives of New York State Realty, LLC (NYS Licensed Brokers, Associate Brokers & Salespersons)

Acknowledgement of Broker  
NEW YORK STATE REALTY, LLC:

By: Thomas J. Mazzone

Name: Thomas J. Mazzone

Title: Broker/Owner

State of New York

)ss.:

County of Erie

On the 19th day of April in the year 2022, before me, the undersigned notary

public, personally appeared Thomas Mazzone, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(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 capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the

instrument Amber A Wiktorowski Notary Public

AMBER A WIKTOROWSKI  
NOTARY PUBLIC STATE OF NEW YORK  
ERIE  
LIC. #01WI6377459  
COMM. EXP. 07/02/2022

\*Although not required, we highly encourage all sales people, associate brokers & teams, to require or ask for pre approvals, identification & exclusive buyer broker agreements.