

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

Arlene Trunzo broker of **A.T. Real Estate Specialists LLC** 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*

