



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

**Fillmore Real Estate** (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\*
- Requires  Does not require      4. Pre-approval for a mortgage loan / Proof of funds once offer is submitted

\*Although the 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: Fillmore Real Estate

By: Ann MacBride

Name: Ann MacBride

Title: Corporate Broker

State of: New York

County of: Kings

The foregoing document was acknowledge before me this 18<sup>th</sup> day of April 2022 by Ann MacBride who personally appeared and who proved to me on the basis of satisfactory evidence to be the person(s), whose name(s) is/are subscribed to within the 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 is the person(s), or the entity upon behalf of which the person(s) acted, executed said instrument.

Rhonda K. Mohamed-Rogers  
Notary Signature

**RHONDA K. MOHAMED-ROGERS**  
Notary Public - State of New York  
No. 01MO8126643  
Qualified in Queens County  
My Commission Expires 05/16/2025  
4/18/2022