



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

Clarke Realty & Associates, 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 **Clarke Realty & Associates** (the Broker):

1. Does not require Prospective buyer clients to show identification to work with one of its agents. Prospective Buyers MAY BE required to provide identification if, (1) at the direction of a homeowner or listing agent (2) requested by other third-party transaction participant including but not limited to a seller or listing agent.*
2. Does require Exclusive Buyer Broker Agreements as of 8/8/2024*
3. Does not require a pre-approval for a mortgage loan and/or proof of funds to work with one of its agents but may be requested after the first showing or initial contact. Also, a third party such as a seller or listing agent may require proof of funds or pre approval prior to attending a showing or receiving an offer from the prospective buyer *

***Give us a call if you have any additional questions (845) 207-8078**