

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

ADK Realty/Mary Ellen Charles (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.

Acknowledgement of Broker

Broker:
By: M E Charles
Name:
Title:

State of New York
County of Fulton

The foregoing document was acknowledge before me this 20th day of April 2022 by Mary Ellen Charles who personally appeared who proved to me on the basis of satisfactory evidence to be the person(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 authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument

Linda M. Gilbert
Notary Signature

LINDA M. GILBERT
Notary Public, State of New York
No. 01GI5077557
Qualified in Fulton County
Commission Expires May 12, 2023