

House Finch Realty Statement of Standard Operating Procedures

Charlotte Brooks is a licensed Broker with House Finch Realty and the Brokerage is required by state law to adopt Standard Operating Procedures (“SOPs”) that will be applied uniformly to prospective buyers prior to receiving any services. These Procedures are:

1. House Finch Realty does not require prospective buyers to provide identification prior to receiving any services.
2. House Finch Realty does not require prospective buyers to enter into an exclusive buyer representation agreement prior to receiving any services.
3. House Finch Realty does not require prospective buyers to provide proof of a mortgage pre-approval as a condition prior to receiving any services.

However, Sellers may require a mortgage pre- approval and/or other requirements when allowing prospective buyers to enter their homes or when reviewing offers, in which case such requirements will be made clear to prospective buyers.

Charlotte Brooks
Owner & Principal Broker
House Finch Realty
Cold Spring, NY 10516
917-951-2241
Charlotte@housefinchrealty.com