



STANDARDIZED OPERATING PROCEDURE FOR PURCHASERS OF REAL ESTATE

PURSUANT TO REAL PROPERTY LAW §442-H

**Citadel Circler Realty** (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. The 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** 1. Prospective buyer clients to show identification\*

**Requires** 2. Exclusive buyer broker agreements

**Requires** 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: **CITADEL CIRCLE REALTY**

By: Wesley Ally

Name: **Wesley Ally**

Title: **Lic. Real Estate Broker & CEO**

State of **New York**

County of **KINGS**

The foregoing document was acknowledged before me this **24** day of March, 2022 by

**Wesley Ally** 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

Marilyn States

Notary Signature

