

STANDARDIZED OPERATING PROCEDURE FOR PROSPECTIVE PURCHASERS OF REAL ESTATE

Pursuant to New York Real Property Law § 442-h

LotVestor Realty d/b/a LotVestor LLC (the "Broker") maintains the following standardized operating procedures governing the prerequisites prospective homebuyers must meet before receiving brokerage services. These procedures are to be applied uniformly and consistently to all prospective homebuyers.

1. PROSPECTIVE BUYER IDENTIFICATION

NOT REQUIRED. LotVestor Realty does not require a prospective homebuyer to provide identification as a prerequisite to receiving brokerage services.

2. EXCLUSIVE BROKER AGREEMENT

NOT REQUIRED. LotVestor Realty does not require a prospective homebuyer to enter into an exclusive broker or buyer representation agreement as a prerequisite to receiving brokerage services.

3. MORTGAGE PRE-APPROVAL / PROOF OF FUNDS

NOT REQUIRED. LotVestor Realty does not require a prospective homebuyer to provide a mortgage pre-approval, pre-qualification, or proof of funds as a prerequisite to receiving brokerage services.

SELLER OR THIRD-PARTY REQUIREMENTS

Although LotVestor Realty does not impose the above requirements as prerequisites to receiving brokerage services, a seller, landlord, property owner, listing broker, managing agent, sponsor/developer, building security, or other authorized third party may impose lawful requirements for access to a property, a showing, or consideration of an offer. Any such requirements will be communicated to the prospective buyer and applied in accordance with applicable fair housing and anti-discrimination laws.

UNIFORM APPLICATION AND FAIR HOUSING

These procedures shall be applied uniformly and objectively without discrimination. LotVestor Realty and its licensees will provide real estate brokerage services in compliance with all applicable federal, New York State, and local fair housing and anti-discrimination laws.

PUBLIC AVAILABILITY

A copy of these Standardized Operating Procedures will be made available to the public upon request and will be posted on any publicly available website and mobile device application maintained by the Broker and its licensees or teams, as required by law.

BROKER CERTIFICATION

I, **Kizhaya A. Roberts**, as the licensed real estate broker for **LotVestor Realty d/b/a LotVestor LLC**, certify that the foregoing Standardized Operating Procedures are adopted by the Broker and are to be applied uniformly by the Broker and its affiliated licensees.

Broker Name: Kizhaya A. Roberts

Broker License Number: 10491211665

DBA Number: 37RO1008499

Office License Number: 109936341

Effective Date:

August 25, 2026

Broker Signature:

NOTARY ACKNOWLEDGMENT

State of New York

County of _____

On the _____ day of _____, 20____, before me, the undersigned, personally appeared Kizhaya A. Roberts, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to this instrument and acknowledged to me that she executed the same in her capacity as the licensed real estate broker for LotVestor Realty d/b/a LotVestor LLC.

Notary Public Signature: _____

Print Name: _____

Commission Expires: _____

[NOTARY SEAL]