



## Standard Operating Procedures

Please be advised that prior to working with a prospective buyer:

(1) we require identification from a prospective purchaser

(2) we require a purchaser to sign an exclusive brokerage agreement

(3) we require a pre-approval for a mortgage loan or proof of funds prior to showing properties

It is possible that a homeowner or another broker requirements may be different from our company's own requirements, in this event the broker and/or agent of PPRE may be obligated to follow the instructions of the seller or another broker.

Sharice Pegram

Principal Broker