

MARTHA GREENE

REAL ESTATE, LLC 63 CARL FISHER PLAZA PO BOX 383 MONTAUK NY 11954
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Instituted Standardized Operating Procedures

For the prerequisites prospective homebuyers shall meet prior to receiving any services, as proposed in legislative bill numbers S. 2131-A and A. 6186 of Subdivision 4 section 442-h to aid a prospective purchaser to define what will be required from them as they work with a real estate agent.

Martha Greene Real Estate, LLC (MGRE) Standard Operating Procedures Subdivision 4 section 442-h as amended bill numbers S.2131-A and A. 6186.

Please be aware and it be known that prior to showing a prospective purchaser a property these standardized operations with stand as outlined below.

1. Martha Greene Real Estate, LLC (i) whether prospective clients shall show identification. This will **not be** required but maybe asked for*;
2. Martha Greene Real Estate, LLC (ii) whether an exclusive broker agreement is required, **not required** *;
3. Martha Greene Real Estate, LLC (iii) pre-approval for a mortgage loan be required, **not required***;
4. (iv) any other such standardized operating procedures as the secretary of state shall determine by regulation and upon notice and public hearing.

*The Broker/Brokerage, by procedure, may elect no to require (i)-(ii)-(iii) as outlined however a seller-seller(s)-or seller(s) legal representative may require said information as part of a purchase outline/procedure or requirement.

Martha Greene Real Estate, its Licensed Associate Brokers, Licensed Real Estate Sales Persons may provide services as agents for sellers as will be disclosed to all prospective home buyers at first substantive contact. All agents that are associated with the real estate broker must follow the Brokers Standardized Operating Procedures they must also follow the lawful instruction(s) of the sellers and sellers agents.

Acknowledgement of Broker

Brokerage: Martha Greene Real Estate, LLC License# 109937620

By: John D'Agostino NYS Licensed Real Estate Broker License# 10491210592

State of New York

County of Suffolk

'The forgoing document was acknowledged before me this 15th day of April, 2022 2022 by John D'Agostino who personally appeared before me, and proved to me on the basis of satisfactory evidence to be the person(s) whose name is subscribed to the within instrument and acknowledged to me that he executed the same I his authorized capacity and that by his signature on the instrument the person on the entity on behalf of which the person acted, executed the instrument.

Notary Signature

