

**STANDARDIZED OPERATING PROCEDURE FOR PURCHASERS OF REAL ESTATE
PURSUANT TO REAL PROPERTY LAW §442-H**

The Moffatt Group, Inc. (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. Broker has copies of these Standardized Operating Procedures available to the public upon request at Broker's office location.

Please be advised that Broker:

- | | | |
|-----------------------------------|--|---|
| <input type="checkbox"/> Requires | <input checked="" type="checkbox"/> Does not require | 1. Prospective buyer clients to show identification.* |
| <input type="checkbox"/> Requires | <input checked="" type="checkbox"/> Does not require | 2. Exclusive buyer broker agreements |
| <input type="checkbox"/> Requires | <input checked="" type="checkbox"/> Does not require | 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:

By: Marisa Moffatt
Name: Marisa Moffatt
Title: Owner

STATE OF NEW YORK)

) ss.:

COUNTY OF ALBANY)

On the 27 day of April, in the year 2023, before me, the undersigned, a Notary Public in and for said state, personally appeared **MARISA MOFFATT**, personally known to me or proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the person or the entity upon behalf of which the person acted, executed the instrument.

Wayne A. Smith, Jr.
Notary Public

WAYNE A. SMITH, JR.
Notary Public, State of New York
No. 02SM6106523
Qualified in Albany County
Commission Expires March 8, 2024