

COMMERCIAL, INDUSTRIAL SALES & LEASING
RESIDENTIAL • INVESTMENTS • APPRAISALS

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Licensed Brokers: New York and Florida

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

Bouck Real Estate (the "Broker") is making this Standardized Operating Procedure available on any publicly available website and mobile device application maintained by the Broker and any other 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:

- ☒ Requires ☐ Does not require 1. Prospective buyer clients to show identification, unless client is personally known to broker *
- ☐ Requires ☒ Does not require 2. Exclusive buyer broker agreements
- ☒ Requires ☐ Does not require 3. Pre-approval for a mortgage loan / proof of funds, unless broker is personally aware of adequate 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.

In addition, situations may arise where the instructions of a seller or another real estate broker may vary from the Broker's Procedures (i.e., the Broker's Procedures may not require a purchaser to provide identification, but the seller may request identification). Accordingly, prospective purchasers should be aware of the fact that the broker may be obligated to follow the instructions of the seller even if it is contrary to the Broker's Procedures.

All agents and teams that are associated with the real estate broker must follow the Broker's Procedures. For example, if the real estate broker does not require identification from a prospective purchaser, then the agents and teams cannot require identification from the prospective purchaser (unless the identification was required by a seller or another real estate broker).

Acknowledgement of Broker

Broker:

Name

Title: Licensed Real Estate Broker/Owner

State of New York

County of Cayuga

The foregoing document was acknowledged before me this 12TH day of April, 2022 by Gretchen P. Bouck, who personally appeared and proved to me on the basis of satisfactory evidence to the person(s) whose name(s) is/are subscribed to within this 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.

Gretchen Prave

Notary Public, State of New York

Reg. No. 01PR6333711

Qualified in Cayuga County

My Commission Expires November 30, 2023



Notary Signature