

**SERENE POWERS REAL ESTATE**

Residential and Commercial Sales and Leasing + Property Management

3 Court Sq., Ste. 406  
Long Island City, NY 11101  
O: 646-706-1282  
www.SerenePowers.com

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

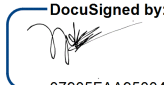
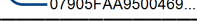
Serene Chuah Powers (the "Broker") is making this Standardized Operating Procedure available on any publicly available website and mobile device application maintained by the Broker and any of its licensees and teams. Broker has copies of these Standardized Operating Procedures available to the public upon request at Broker's office location.

**Prospective Buyers should be aware that all Serene Powers Real Estate agents must follow these outlined procedures uniformly with respect to any Prospective Buyer:**

1. **Identification\***. Serene Powers Real Estate does not require Prospective Buyers to provide an identification to work with a Serene Powers Real Estate agent.
  - Prospective Buyers may be required to show proof of identification to:
    - i. enter certain Serene Powers Real Estate offices, if required by the building's security and/or management,
    - ii. attend an open house or showing at the direction of a homeowner or listing agent, or
    - iii. in any other circumstance as directed by a third party, including but not limited to, a seller or listing agent.
2. **Exclusive Buyer Agreement**. Serene Powers Real Estate does not require Prospective Buyers to sign an exclusive buyer representation agreement to work with a Serene Powers Real Estate agent. A prospective buyer and Serene Powers Real Estate agent may agree to utilize an exclusive buyer representation agreement if mutually acceptable to both agent and Prospective Buyer.
3. **Evidence of Pre-Approval\***. Serene Powers Real Estate does not require Prospective Buyers to provide confirmation of a loan or mortgage pre-approval / pre-qualification to work with a Serene Powers Real Estate agent. A third party, including a seller or listing agent, may require proof of pre-approval, including but not limited to, prior to attending a showing or open house or receiving an offer from the Prospective Buyer.

**\*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:  DocuSigned by:  
By:  07905FAA9500469...  
**Name:** Serene Chuah Powers  
**Title:** Principal Broker/Broker of Record

State of New York  
County of Queens

**Effective April 20<sup>th</sup>, 2022**