



New York Standard Operating Procedure

All EH Realty salespersons are required by New York State law to uniformly apply EH Realty Standard Operating Procedure regarding prospective buyers:

1. EH Realty does not require prospective buyers to provide identification to work with an EH Realty salesperson. However, prospective buyers will be required to provide identification prior to making an offer on a property.
2. EH Realty does not require prospective buyers to enter into an exclusive buyer representation agreement to work with an EH Realty salesperson. However, a prospective buyer and an EH Realty salesperson may mutually agree to enter into an exclusive buyer representation agreement.
3. EH Realty does not require prospective buyers to provide proof of a mortgage pre-approval to work with an EH Realty salesperson. However, a salesperson, from any brokerage, representing a seller or landlord of a property the buyer is interested in may require a mortgage pre-approval or proof of income/funds, at the request of the seller or landlord, prior to viewing the property, at the time an offer is made, or at any time during the prospective transaction.