

Central Office

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Niagara County Office

33 Spruce Street North Tonawanda, NY 14120 716-213-2784 Fax: 716-213-2787

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

<u>Belmont Housing Resources for WNY, Inc.</u> (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:

- Does require prospective buyer clients to show identification
- Does not require the use of exclusive buyer broker agreements
- Does not require clients to obtain 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: Belmont Housing Resources for WNY, Inc.

Name: Pamela F. Berger

Title: Vice President for Property Management

State of New York County of Erie

The foregoing document was acknowledged before me this 13th day of April 2022 by Pamela Berger who personally appeared who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within 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

Notary Signature

MICHAEL D. RIEGEL Notary Public, State of New York No. 4956777

Qualified in Erie County
My Commission Expires Oct. 2, 20