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## **Reliance Realty One LLC Operating Procedures for Prospective Purchasers**

Standardized Operating Procedure for Purchasers of Real Estate Pursuant to Real Property Law §442-H from Reliance Realty One LLC:

- We do not require identification from a prospective purchaser
  - There is no general requirement to provide photo identification in order to work with Reliance Realty One LLC. However, prior to entry to our Reliance Realty One LLC office, customers may be required to present photo identification for security or similar purposes. Also, individual property owners, certain sponsor/ developer-clients or managing agents, or certain listing brokers may require photo identification prior to a showing or to work with them, and we will communicate this information to buyers when such a situation arises.
  
- We do not require a purchaser to sign an Exclusive Buyer Representation Agreement
  - An exclusive Buyer Representation Agreement is not required to work with Reliance Realty One LLC; however, nothing prevents any licensee from working with a prospective homebuyer under an Exclusive Buyer Representation Agreement for the mutual purpose of exclusivity.
  
- We do not require a pre-approval for a mortgage loan in order to show a purchaser properties
  - A pre-approval for a mortgage loan is not required to work with Reliance Realty One LLC per se, however, nothing prevents a licensee from recommending the prospective homebuyer obtain a pre-approval but may not require it. Individual property owners, certain sponsor/developer clients, or certain listing brokers may require one – and if so, we will communicate such information to prospective home buyers when such situations arise.