

## **PLI REALTY STANDARD OPERATING PROCEDURES:**

PLI REALTY, a Prime Locations, Inc., Company, is required by New York State Law to adopt Standard Operating Procedures (“SOPs”) that PLI REALTY and its real estate licensees operating in New York State shall uniformly apply regarding prospective buyers prior to receiving any services.

These SOPs are:

1. PLI REALTY does not require prospective buyers to provide identification to begin work with an associated licensee.
2. PLI REALTY does not require prospective buyers to enter into an exclusive buyer representation agreement to begin work with an associated licensee. However, a prospective buyer and an associated licensee may mutually agree to enter into an exclusive buyer representation agreement.
3. PLI REALTY does not require prospective buyers to provide proof of a mortgage pre-approval as a condition to begin work with an associated licensee. However, Sellers and other Listing Brokers may require a mortgage pre-approval and/or other requirements when allowing prospective buyers to enter their homes or when reviewing offers, in which case an associated licensee will make such requirements known to prospective buyers in the course of working with prospective buyers.