

STANDARDIZED OPERATING PROCEDURE FOR PURCHASERS OF  
REAL ESTATE

PURSUANT TO REAL PROPERTY LAW 442-H

SARATOGA EXCELSIOR GROUP, LLC (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 the Broker's office location.

Please be advised that the Broker:

- Requires prospective buyer clients to show identification if you are not personally known to the agent/broker.
- Does require an Exclusive buyer broker agreement.
- Requires a preapproval or proof of funds within 10 days of providing service or prior to submitting a purchase offer whichever is first\*\*

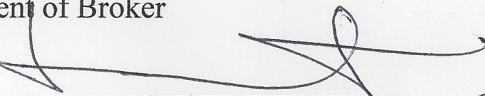
\*\* Although Broker may not require such information prior to receiving service, a Seller of real estate may require this information prior to showing the property and/or part of any purchase offer.

Acknowledgement of Broker

Broker: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

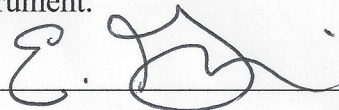
  
FREDERICK SCHEIDT  
COO/REAL ESTATE BROKER

State of New York:

County of Saratoga:

The foregoing document was acknowledged before me this 7<sup>th</sup> day of November, 2022 by Frederick Scheidt who personally appeared who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, that by his signature on the instrument the person(s), or the entity upon behalf of the which the person acted, executed the instrument.

Notary Signature \_\_\_\_\_



ERIC GRASSI  
Notary Public, State of New York  
Reg. No. 01GR6375886  
Qualified in Saratoga County  
My Commission Expires 05/29/2026