

Standardized Operating Procedures for Residential Homebuyers

Effective date: **April 6, 2022**

Soheila Sharf Realty adopts the following Standard Operating Procedures (“SOP”) with regard to its prospective residential home purchase clients as of the above effective date. The purpose of this SOP is to clarify with purchasers what if anything will be required from them when working with a **Soheila Sharf Realty** broker/agent:

Please be advised that prior to showing a purchaser a property:

- (1) Soheila Sharf Realty will not require identification from a prospective purchaser,
- (2) Soheila Sharf Realty does not require a purchaser to sign an exclusive brokerage agreement and
- (3) Soheila Sharf Realty does not require a pre-approval for a mortgage loan in order to show a purchaser any property or properties.