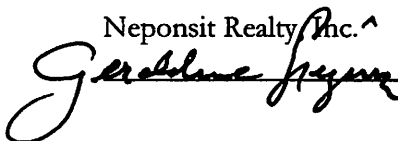


Neponsit Realty, Inc. Real Estate Standard Operating Procedures

Pursuant to New York State law, Neponsit is required to publish its Standard Operating Procedures that detail prerequisites that all prospective homebuyers ("Prospective Buyers") must meet before they receive services from a Neponsit agent. Effective Date: April 15, 2022.

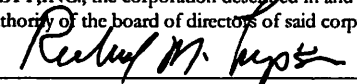
Neponsit agents must implement these pre-services procedures uniformly with respect to any Prospective Buyer.

- **Prospective Buyer Identification.** Neponsit does not require Prospective Buyers to provide identification to work with a Neponsit agent. However, Prospective Buyers may be required to show proof of identification to (i) enter Neponsit's office if required by the building's security, (ii) attend an open house or showing at the direction of a homeowner or listing agent, or (iii) in any other circumstance as directed by a third party, including but not limited to, a seller or listing agent.
- **Buyer Representation Agreement.** Neponsit does not require Prospective Buyers to sign an exclusive buyer representation agreement to work with a Neponsit agent, however, a prospective buyer and Neponsit agent may agree to utilize an exclusive buyer representation agreement.
- **Prospective Buyer Evidence of Pre-Approval.** Neponsit does not require Prospective Buyers to provide confirmation of a loan or mortgage pre-approval to work with a Neponsit agent; however, a third party, including a seller or listing agent, may require proof of pre-approval, including but not limited to, prior to attending a showing or open house or receiving an offer from the Prospective Buyer.

Neponsit Realty, Inc.
 President

State of New York)
County of New York) ss.:

On the 15th Day of April in the year 2022 before me personally came GERALDINE LIPSMAN to me known, who, being duly sworn, did depose and say that she resides in Belle Harbor, New York, that she is the president of NEPONISIT REALTY, INC., the corporation described in and which executed the above instrument; and that she signed her name thereto by authority of the board of directors of said corporation.


Notary Public

RICHARD M. LIPSMAN
Notary Public, State of New York
No. 31-4631044
Qualified in New York County
Commission Expires Jan. 23, 2023