



STANDARDIZED OPERATING PROCEDURE FOR PURCHASERS OF REAL ESTATE
PURSUANT TO NEW YORK STATE REAL PROPERTY LAW §442-H

Penny D. Cipolla with Innovative Property Services LLC
NY State Licensed Real Estate Broker #10491206067 (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 Broker's office location.

Please be advised that Broker:

- Requires X Does not require 1. Prospective buyer clients to show identification*
- Requires X Does not require 2. Exclusive buyer broker agreements
- Requires X Does not require 3. Pre-approval for a mortgage loan / proof of funds*

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

Acknowledgement of Broker

Broker:

By: Penny D. Cipolla

Name: Penny D. Cipolla

Title: Member/Owner, NY State Licensed Real Estate Broker #10491206067

State of New York

County of Erie

The foregoing document was acknowledge before me this 15th day of April 2022 by
Penny D. Cipolla who personally appeared who proved to me on the basis of
satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and
acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and
that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the
person(s) acted, executed the instrument

Nancy A. Schmidt
Notary Signature

Nancy A. Schmidt
01SC4832983
Notary Public, State of New York
Qualified in Erie County
Commission expires MAY 31st, 2023