

# ZECKENDORF MARKETING, LLC

## ZECKENDORF MARKETING ("ZM") POLICY STANDARD OPERATING PROCEDURES FOR PROSPECTIVE HOMEBUYERS:

Prior to showing a homebuyer a property or providing services:

- (1) ZM does not require identification from a prospective homebuyer;
- (2) ZM does not require a homebuyer to sign an exclusive brokerage agreement requiring the homebuyer to work only with ZM on all properties; and
- (3) ZM does not require a pre-approval for a mortgage loan in order to show a homebuyer properties.

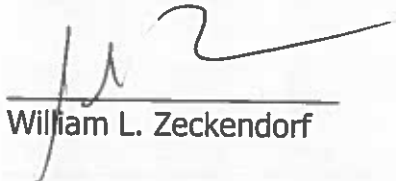
However, based upon the requirements of the seller, the building in which the property is located, or others, some or all of the foregoing

items may be required. This Policy will be amended to include any other standard operating procedures required by the New York Secretary of State.

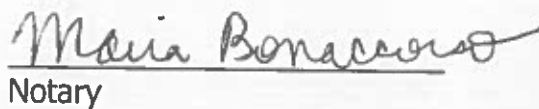
Date: April 20, 2022

Adopted as of April, 22, 2022 by

Zeckendorf Marketing , LLC

  
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William L. Zeckendorf

Sworn before me this 20<sup>th</sup> day of April, 2022

  
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Notary

