



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

Pursuant to New York State law, R Rubirosa International Realty is required to publish its Standard Operating Procedures and make such procedures available on any and all publicly available websites and mobile device application maintained by the Broker and any of its licensees. These procedures outline prerequisites that all prospective homebuyers (“Prospective Buyers”) must meet before they receive services from an Rubirosa International Realty agent.

Prospective Buyers should be aware that all Rubirosa International Realty agents must follow these outlined procedures uniformly with respect to any Prospective Buyer:

- 1. Identification.** Rubirosa International Realty does not require Prospective Buyers to provide an identification to work with an Rubirosa International Realty agent. Prospective Buyers may be required to show proof of identification to (a) enter certain Rubirosa International Realty offices, if required by the building’s security and/or management, (b) an open house or showing at the direction of a homeowner or listing agent, or (c) in any other circumstance as directed by a third party, including but not limited to, a seller or listing agent.
- 2. Exclusive Buyer Agreement.** Rubirosa International Realty does not require Prospective Buyers to sign an exclusive buyer representation agreement to work with an Rubirosa International Realty agent. A Prospective buyer and Rubirosa International Realty agent may agree to utilize an exclusive buyer representation agreement if mutually acceptable to both agent and Prospective Buyer.
- 3. Evidence of Pre-Approval.** Rubirosa International Realty does not require Prospective Buyers to provide confirmation of a loan or mortgage pre-approval / pre-qualification to work with an Rubirosa International Realty agent. A third party, including a seller or listing agent, may require proof of pre-approval, including but not limited to, prior to a_ending a showing or open house or receiving an offer from the Prospective Buyer.

Acknowledgment of Rubirosa International Realty:

Juan R. Aracena, Broker of
246 Fifth Ave 3rd Floor
New York, NY 10022

A handwritten signature in black ink that reads "Juan Aracena". The signature is written in a cursive style with a large, stylized initial "J".

State of New York
County of New
York

Effective April 20, 2022