

STANDARD OPERATING PROCEDURES

Yitzhak Loria Management, Yitzhak Loria Licensed Real Estate Broker, and Caravaggio Licensed Real Estate Broker use the following Standard Operating Procedures:

1. **Prospective Client's IDs:** All Buyers, Sellers, Lessors and Lessees shall present a state issued photo ID, or a passport before making offers, or listing.
2. **Exclusive Broker Agreement:** No exclusive brokerage agreements are required for Buyers, Sellers, Lessors, or Lessees.
3. **Pre-Approval / Proof of Funds:** Buyers shall provide pre-approval (when financing will be used) and proof of funds before making an offer. Lessees shall provide proof of income and proof of funds before making an offer.