



Standardized Operating Procedures for Purchasers of Real Estate Pursuant to Real Property Law §442-H

Axxis Real Estate LLC is making these Standardized Operating Procedures available to the public. Hard copies of these Standardized Operating Procedures are available upon request.

Standardized Operating Procedures for Prospective Homebuyers in Order to Receive Services from Axxis Real Estate LLC (Axxis):

- There is no general requirement to provide photo identification in order to work with Axxis. However, prior to entry to a Axxis office, customers may be required to present photo identification for security or similar purposes. Also, individual property owners, certain sponsor/developer-clients, or managing agents or certain listing brokers may require photo identification prior to a showing or to work with them, and we will communicate this information to buyers when such a situation arises.
- An exclusive buyer representation agreement is not required to work with Axxis.
- A Pre-Approval/Proof of Funds (excluding source of income) for a mortgage loan is not required to work with Axxis, per se, however, individual property owners, certain sponsor/developer-clients, or certain listing brokers may require one – and if so, we will communicate such fact to buyers when such a situation arises.

Effective: April 20, 2022