

RUTLEDGE & CO.
R. E A L E S T A T E

Standardized Operating Procedures ("SOP")

Pursuant to New York State Real Property Law §442-H, Rutledge & Co. LLC is required to publish its Standardized Operating Procedures that detail prerequisites that all prospective buyers must meet before they receive services from Rutledge & Co. Copies of this SOP are also available to the public upon request at the Broker's office location.

1. Identification. Rutledge & Co. does not require prospective buyers to provide identification to work with Rutledge & Co. However, prospective buyers may be required to show proof of identification to (i) enter the Rutledge & Co. office if required by the building's security, (ii) attend an open house or showing at the direction of a homeowner or listing agent, or (iii) in any other circumstance as directed by a third party, including but not limited to, a seller or listing agent.

2. Exclusive Buyer Representation Agreement. Rutledge & Co. does not require prospective buyers to sign an exclusive buyer representation agreement to work with Rutledge & Co. Please note that a prospective buyer and a Rutledge & Co. agent may agree to utilize an exclusive buyer representation agreement.

3. Evidence Of Mortgage Pre-Approval or Proof of Funds. Rutledge & Co. does not require prospective buyers to provide a current mortgage pre-approval letter or proof of funds to work with Rutledge & Co.

Please note that, although Rutledge & Co. does not require this information, real estate sellers may impose their own requirements prior to showing a property and/or as part of any purchase offer.

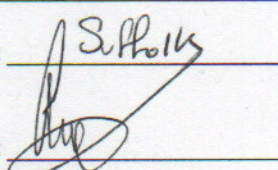
Broker Acknowledgement

Name: Ioannis Konstantinos Rutledge

Title: Partner, Licensed Real Estate Broker

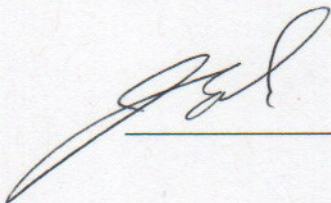
State of: New York

County of: Suffolk

Signature: 

On the 13 day of May in the year 2026, before me, the undersigned notary public, personally appeared Ioannis Konstantinos Rutledge personally known to me or proved to me on the basis of satisfactory evidence to be the individual(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 capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Signature



JARED E MARQUEZ
NOTARY PUBLIC, STATE OF NEW YORK
No. 01MA0036651
Qualified in Suffolk County
Commission Expires April 28, 2029