

**HANS ON REAL ESTATE, LLC (HOREL)**

**d/b/a**

**ROCKPORT HOMES (RH)**

**NYS Standardized Licensing Operating Procedures**

**Effective April 20, 2022**

**A GUIDE FOR SUCCESS IN REAL ESTATE**

April 10, 2022

## INTRODUCTION

Real estate organizations in NYS have certain standard operating practices, policies, and procedures designed to allow the company to efficiently achieve its objectives.

Hans On Real Estate LLC, d/b/a Rockport Homes (HOREL) d/b/a (RH) is no exception to these standard operating directives in NYS. Therefore, we believe that our clients and customers can be best served if we establish in writing as proposed S.2131-A & A.6186 business procedures to be used in carrying out our role as real estate brokers.

## LAW SECTION: REAL PROPERTY LAW

*Laws Affected:* Amd §442-h, RP L; AMD §3, Chap of 2021 (as proposed in S.2131-A & A.6186)

Requires real estate brokers to institute standardized operating procedures for the prerequisites prospective homebuyers shall meet prior to receiving any services.

No.	HOREL d/b/a (RH) Operating Procedures effective 4/20/22	Yes/No
1	Whether prospective clients show identification	Yes
2	Whether an exclusive broker agreement is required	Yes
3	Whether pre-approval for a mortgage loan is required	Yes

Any other such standardized operating procedures as the Secretary of State shall determine by regulation and upon further notice and public hearing.

Respectfully,

Roger Hans

Hans On Real Estate, LLC (HOREL) d/b/a Rockport Homes (RH)

1596 Dutch Broadway

Suite 2A, Second Floor

Elmont, New York 11003-2651

Tel. (516) 668-4300 • Fax (516) 837-0146 • email: [rhans@hans-on.com](mailto:rhans@hans-on.com) • [www.hans-on.com](http://www.hans-on.com)