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Providing Home Builders with Marketing, Leasing & Sales Solutions

Standard Operating Procedures for Our Clients

Thank you for the opportunity to utilize our services and to act as your agent for the purpose of finding the perfect property you are searching for. Our company, ON-SITE Sales & Marketing, LLC. is a Real Estate Broker in the State of New York and as such is mandated by the state to standardize its Operating Procedures and to require its agents to follow those procedures with each and every client. Whether or not you are a long time client, a new client, a friend or a relative, we are not permitted by law to require anything less from you than from anyone else.

In our effort to provide you with the most professional possible service, we now require that each Buyer Client provide us with the following should you wish to utilize our services after our initial meeting:

- 1) Identification. We need to assure Sellers that we know who our clients are.
- 2) Exclusive buyer broker agreements. We will be pleased to provide you with more information regarding this requirement including all terms and conditions.
- 3) Pre-approval for a mortgage loan or proof of funds. We can assist you in fulfilling this obligation. As a buyer, it is extremely important that you have this in hand. Sellers prefer to negotiate with buyers who have proof of their qualification to purchase.

Should you have any questions or concerns regarding these requirements, do not hesitate to let us know. We value your opinions and look forward to helping you fulfill your real estate needs.



*Licensed Real Estate Broker
New York & New Jersey*

