

Andrew M. Cuomo  
Governor



Division of  
Licensing Services

Rossana Rosado  
Secretary of State

A Division of the New York Department of State

# FAIR HOUSING NOTICE

*Federal, State and Local Fair Housing Laws protect individuals from housing discrimination. It is unlawful to discriminate based on certain protected characteristics, which include, but are not limited to: race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, age, disability, marital status, lawful source of income or familial status.*

## THE FOLLOWING ARE SOME EXAMPLES OF POTENTIAL FAIR HOUSING VIOLATIONS:

- Refusing to rent, sell or show a property based on a potential tenant or purchaser's protected characteristic.
- Quoting a higher price to a purchaser or renter because of the potential purchaser or tenant's protected characteristic.
- Refusing to rent to a tenant who has children or increasing a security deposit based on the number of children who will be living in the apartment.
- Steering prospective tenants or purchasers to certain neighborhoods based on any protected characteristics.
- Refusing to rent to a potential tenant because of their source of income, including but not limited to, Section 8 vouchers or other government subsidies.
- Refusing to waive a "no pet" policy for tenants that require a service, assistance or emotional support animal.
- Discriminating at the direction of a seller or landlord or because it is the preference of a seller or landlord.
- Refusing to rent to a renter who is a victim of domestic violence.

## YOU HAVE THE RIGHT TO FILE A COMPLAINT

- New York State, Department of State: (518) 474-4429
- New York State, Division of Human Rights: (844) 862-8703

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**ALBANY OFFICE:** One Commerce Plaza, 99 Washington Avenue, P.O. Box 22001, Albany, NY 12201-2001  
• Customer Service: (518) 474-4429 • Website: [www.dos.ny.gov](http://www.dos.ny.gov) • E-Mail: [licensing@dos.ny.gov](mailto:licensing@dos.ny.gov)

**REGIONAL OFFICES:**

• BINGHAMTON • BUFFALO • HAUPPAUGE • NEW YORK CITY • UTICA

***This sign must be prominently posted in all real estate broker offices  
and at all public open houses.***



## Division of Licensing Services

New York State  
Department of State, Division of Licensing Services  
(518) 474-4429  
[www.dos.ny.gov](http://www.dos.ny.gov)

New York State  
Division of Consumer Rights  
(888) 392-3644

### **New York State Housing and Anti-Discrimination Disclosure Form**

Federal, State and local Fair Housing Laws provide comprehensive protections from discrimination in housing. It is unlawful for any property owner, landlord, property manager or other person who sells, rents or leases housing, to discriminate based on certain protected characteristics, which include, but are not limited to **race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, age, disability, marital status, lawful source of income or familial status**. Real estate professionals must also comply with all Fair Housing Laws.

#### **Real estate brokers and real estate salespersons, and their employees and agents violate the Law if they:**

- Discriminate based on any protected characteristic when negotiating a sale, rental or lease, including representing that a property is not available when it is available.
- Negotiate discriminatory terms of sale, rental or lease, such as stating a different price because of race, national origin or other protected characteristic.
- Discriminate based on any protected characteristic because it is the preference of a seller or landlord.
- Discriminate by “steering” which occurs when a real estate professional guides prospective buyers or renters towards or away from certain neighborhoods, locations or buildings, based on any protected characteristic.
- Discriminate by “blockbusting” which occurs when a real estate professional represents that a change has occurred or may occur in future in the composition of a block, neighborhood or area, with respect to any protected characteristics, and that the change will lead to undesirable consequences for that area, such as lower property values, increase in crime, or decline in the quality of schools.
- Discriminate by pressuring a client or employee to violate the Law.
- Express any discrimination because of any protected characteristic by any statement, publication, advertisement, application, inquiry or any Fair Housing Law record.

#### **YOU HAVE THE RIGHT TO FILE A COMPLAINT**

If you believe you have been the victim of housing discrimination you should file a complaint with the New York State Division of Human Rights (DHR). Complaints may be filed by:

- Downloading a complaint form from the DHR website: [www.dhr.ny.gov](http://www.dhr.ny.gov);
- Stop by a DHR office in person, or contact one of the Division’s offices, by telephone or by mail, to obtain a complaint form and/or other assistance in filing a complaint. A list of office locations is available online at: <https://dhr.ny.gov/contact-us>, and the Fair Housing HOTLINE at (844)-862-8703.

You may also file a complaint with the NYS Department of State, Division of Licensing Services. Complaints may be filed by:

- Downloading a complaint form from the Department of State’s website [https://www.dos.ny.gov/licensing/complaint\\_links.html](https://www.dos.ny.gov/licensing/complaint_links.html)
- Stop by a Department’s office in person, or contact one of the Department’s offices, by telephone or by mail, to obtain a complaint form.
- Call the Department at (518) 474-4429.

There is no fee charged to you for these services. It is unlawful for anyone to retaliate against you for filing a complaint.



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## New York State Housing and Anti-Discrimination Disclosure Form

For more information on Fair Housing Act rights and responsibilities please visit <https://dhr.ny.gov/fairhousing> and <https://www.dos.ny.gov/licensing/fairhousing.html>.

This form was provided to me by **Karen Crichlow, Assoc. Broker** (print name of Real Estate Salesperson/  
Broker) of **V\_y\_l\_l\_a\_H\_o\_m\_e** (print name of Real Estate company, firm or brokerage)

(I)(We) **M\_s\_.\_S\_h\_a\_w\_a\_n\_n\_a\_D\_e\_m\_p\_s\_e\_y**

(Buyer/Tenant/Seller/Landlord) acknowledge receipt of a copy of this disclosure form:

Real Estate Consumer/Seller/Landlord Signature **Shawanna Dempsey** Date: **4/1/2022**  
DocuSigned by: Shawanna Dempsey  
F1C4F6AF1F4A4F4  
**Shawanna Dempsey**

Real Estate broker and real estate salespersons are required by New York State law to provide you with this Disclosure.



# Standardized Operating Procedure For Purchasers of Real Estate



Pursuant to Real Property Law § 442-H

Karen Crichlow (the "Broker" is making this Standardized Operating

Procedure available on any publicly available website and mobile device application maintained by the Broker and any of its licensees and teams. Broker has copies of these Standardized Operating Procedures available to the public upon request at Broker's office location.

Please be advised that Broker: Karen Crichlow

- Requires  Does Not Require 1: Prospective Buyer clients to show identification \*
- Requires  Does Not Require 2: Exclusive Buyer Broker agreements
- Requires  Does Not Require 3: Pre-Approval for a mortgage loan / Proof of Funds\*

**\* Although Broker may not require such information, a Seller of Real Estate may require this information prior to showing the property and/or part of any purchase offer.**

State of: New York

County: Kings

The foregoing document was acknowledge before me this 9<sup>th</sup> day of Apr. 1, 2022 by Karen Crichlow who personally appeared who proved to me on the basis of satisfactory evidence to be the person(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and the by his/her/their signature(s) on tje instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

[Signature]

Notary:

Narrel Howard  
NOTARY PUBLIC, STATE OF NEW YORK  
Registration No. 01HO6402891  
Qualified in Nassau County  
Commission Expires January 13, 2024

[Signature]

Karen Crichlow

Date: 4, 9, 22

Vylla Homes  
6800 Jericho Turnpike Suite 120W  
Syosset NY 11791

## Release and Hold Harmless Agreement

**1200 East 53 Street Coop 5F Brooklyn, NY 11234**

**Property Address:**

The persons signing this Release (the "Undersigned") acknowledge that it has been disclosed to or by them that the condition of the above referenced premises (the "Property") may present certain known and unknown conditions which could pose a risk to the Undersigneds' health and/or physical being up to and including death.

The Undersigned and any other third party vendor or entity connected with the sale or potential sale of the Property hereby authorize Vylla Homes, its agents and agents affiliated with other real estate brokerages to conduct showings of, and provide access to, the Property. The Undersigned and third party vendors/entities are aware of the potential health or physical risks to the Undersigned which may arise as a result of the showing/accessing the home. Potential health risks include but are not limited to the presence of asbestos, mold and the novel coronavirus (COVID-19), etc. The undersigned and any other third party vendors/entities hereby waive any and all rights, claims, complaints and actions they may have as result of Vylla Homes and their agents showing the Property.

Furthermore, the Undersigned and third party vendors/entities acknowledge that neither the agent nor anyone affiliated with Vylla Homes, has offered any legal or medical advice or guidance regarding the risks associated with accessing the property. The Undersigned and third party vendors/entities connected with the sale or potential sale of the Property will use its best efforts to continue obtain and relay any available updated information as it pertains to the Property. The Undersigned acknowledge that neither Vylla Homes nor any of its agents, officers, owners, brokers, investors or employees are in any way liable as a consequence of the showing of the Property or of the unknowing violation of any state, local or federal government guidelines, regulations, rules or law. The Undersigned agree to hold each other harmless and indemnify each other against any and all claims, rights, complaints, suits, etc. that may result from this showing.

In consideration of being granted access to the Property and having read this agreement, the Undersigned hereby agree, to the fullest extent permitted by law, to release and hold each other and any other third party vendors/entities harmless from any claims, damages, losses, costs or expenses of any kind, financial or otherwise, including but not limited to personal injury damages, sustained or arising from the undersigned's entry onto, presence at and or physical inspection or repair of the property and or anything else relating in any way to the Property, including relating to any negligence.

In the event of any claim brought by or on behalf of the Undersigned against any released party, the Undersigned shall indemnify such released parties for attorney's fees and all costs (including but not limited to damages) related to any such claim.



Having been advised of the possible known and unknown health and personal injury risks it is still the Undersigned's desire to enter the property for the purpose of viewing, inspecting, showing and/or making repairs to the Property thus assuming all risks, both known and unknown.

The undersigned agrees that this agreement shall be binding upon him/her/their heirs, representatives, executors, administrators, assigns, and insurance carrier, and shall inure to the benefit of the released parties and their successors and assigns.

THE UNDERSIGNED HAS READ, FULLY UNDERSTANDS, AND HERBY AGREES TO THE FOREGOING AGREEMENT:

Acknowledged and agreed to:

DocuSigned by:  
*Shawanna Dempsey* 4/1/2022  
E1C4F6A8F1F4AAE4  
\_\_\_\_\_  
Seller Date  
**Shawanna Dempsey**

\_\_\_\_\_  
Buyer/Third Party Date

**Not Applicable**  
\_\_\_\_\_  
Seller Date

\_\_\_\_\_  
Buyer/Third Party Date

DocuSigned by:  
*Karen Crichlow* 3/31/2022  
CCEFC648E1844D1  
\_\_\_\_\_  
Listing Agent Date  
**Karen Crichlow**

\_\_\_\_\_  
Buyer's Agent Date