DocuSign Envelope ID: CF9A810C-2FAB-47A2-BE9A-30D4492C2377 **APPLICATION FOR EXEMPTION FROM AUDIT** LONG FORM NAME OF GOVERNMENT Sweetgrass Metropolitan District No. 3 For the Year Ended **ADDRESS** 2500 Arapahoe Avenue 12/31/2020 Suite 220 or fiscal year ended: Boulder, CO 80302 Steve Rane **CONTACT PERSON** PHONE 303-442-2299 **EMAIL** steve@cdgcolorado.com FAX **CERTIFICATION OF PREPARER** I certify that I am an independent accountant with knowledge of governmental accounting and that the information in the Application is complete and accurate to the best of my knowledge. I am aware that the Audit Law requires that a person independent of the entity complete the application if revenues or expenditure are at least \$100,000 but not more than \$750,000, and that independent means someone who is separate from the entity. NAME: Shelby Clymer TITLE Independent Accountant FIRM NAME (if applicable) CliftonLarsonAllen LLP 8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111 **ADDRESS** 303-779-5710 PHONE DATE PREPARED 2/24/2021 RELATIONSHIP TO ENTITY CPA Firm providing accounting services to the District PREPARER (SIGNATURE REQUIRED)

See attached accountant's compilation report.

Has the entity filed for, or has the district filed, a Title 32, Article 1 Special District Notice of Inactive Status during the year? [Applicable to Title 32 special districts only, pursuant to Sections 32-1-103 (9.3) and 32-1-104 (3), C.R.S.]

YES	NO	
	Ø	If Yes, date filed:

DocuSign Envelope ID: CF9A810C-2FAB-47A2-BE9A-30D4492C2377 PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

NOTE: A	uttach additional sheets as necessary.	Governme	ntal Funds		Proprietary/F	iduciary Funds	
							Please use this space to
Line #	Description	General Fund	Debt Service Fund	Description	Fund*	Fund*	provide explanation of any
	Assets			Assets			items on this page
1-1	Cash & Cash Equivalents	\$ 314	\$ -	Cash & Cash Equivalents	\$ -	\$	-
1-2	Investments	\$ -	\$ -	Investments	\$ -	\$	-
1-3	Receivables	\$ -	\$ -	Receivables	\$ -	\$	-
1-4	Due from Other Entities or Funds	\$ -	\$ -	Due from Other Entities or Funds	\$ -	\$	-
	All Other Assets [specify]		•	Other Current Assets	\$ -	\$	-
1-5	Due from County Treasurer	\$ 194	\$ -	Total Current Assets	\$ -	\$	-
1-6	Due from City of Dacono	\$ 5,213	•	Capital Assets, net (from Part 6-4)	\$ -	\$	_
1-7	Prepaid Expense	\$ 2,375	<u> </u>	Other Long Term Assets [specify]	\$ -	\$	
1-8	Property Taxes Receivable	,	\$ -		\$ -	\$	_
1-9		\$ -	\$ -		\$ -	\$	_
1-10		\$ -	\$ -		\$ -	\$	-
1-11	(add lines 1-1 through 1-10) TOTAL ASSETS	7	\$ -	(add lines 1-1 through 1-10) TOTAL ASSETS	*	\$	-
1-12	TOTAL DEFERRED OUTFLOWS OF RESOURCES		\$ -	TOTAL DEFERRED OUTFLOWS OF RESOURCES	•	\$	-
1-13	TOTAL ASSETS AND DEFERRED OUTFLOWS		·	TOTAL ASSETS AND DEFERRED OUTFLOWS		\$	-
	Liabilities	. 55,250	•	Liabilities		1.	
1-14	Accounts Payable	\$ -	\$ -	Accounts Payable	\$ -	\$	-
1-15	Accrued Payroll and Related Liabilities	\$ -	\$ -	Accrued Payroll and Related Liabilities	\$ -	\$	-
1-16	Accrued Interest Payable	\$ -	\$ -	Accrued Interest Payable	\$ -	\$	-
1-17	Due to Other Entities or Funds	\$ -	\$ -	Due to Other Entities or Funds	\$ -	\$	-
1-18	All Other Current Liabilities	\$ -	\$ -	All Other Current Liabilities	\$ -	\$	-
1-19	TOTAL CURRENT LIABILITIES	\$ -	\$ -	TOTAL CURRENT LIABILITIES	\$ -	\$	-
1-20	All Other Liabilities [specify]	\$ -	\$ -	Proprietary Debt Outstanding (from Part 4-4)	\$ -	\$	-
1-21			\$ -	Other Liabilities [specify]:	\$ -	\$	-
1-22		\$ -	\$ -		\$ -	\$	-
1-23		\$ -	\$ -		\$ -	\$	-
1-24		\$ -	\$ -		\$ -	\$	-
1-25		\$ -	\$ -		\$ -	\$	-
1-26		\$ -	\$ -		\$ -	\$	-
1-27		\$ -	\$ -		\$ -	\$	-
1-28	(add lines 1-19 through 1-27) TOTAL LIABILITIES	\$ -	\$ -	(add lines 1-19 through 1-27) TOTAL LIABILITIES	\$ -	\$	-
1-29	TOTAL DEFERRED INFLOWS OF RESOURCES	\$ 45,143	\$ -	TOTAL DEFERRED INFLOWS OF RESOURCES	\$ -	\$	-
	Fund Balance			Net Position			_
1-30	Nonspendable Prepaid	\$ 2,375	\$ -	Net Investment in Capital Assets	\$ -	\$	-
1-31	Nonspendable Inventory	\$ -	\$ -				
1-32	Restricted - TABOR	\$ 1,700	\$ -	Emergency Reserves	\$ -	\$	-
1-33	Committed [specify]	\$ -	\$ -	Other Designations/Reserves	\$ -	\$	-
1-34	Assigned [specify]	\$ -	\$ -	Restricted	\$ -	\$	-
1-35	Unassigned:	\$ 4,021	\$ -	Undesignated/Unreserved/Unrestricted	\$ -	\$	-
1-36	Add lines 1-30 through 1-35			Add lines 1-30 through 1-35			
	This total should be the same as line 3-33			This total should be the same as line 3-33			
	TOTAL FUND BALANCE	\$ 8,096	\$ -	TOTAL NET POSITION	\$ -	\$	-
1-37	Add lines 1-28, 1-29 and 1-36	.,		Add lines 1-28, 1-29 and 1-36	Ť	<u> </u>	
	This total should be the same as line 1-13			This total should be the same as line 1-13			
	TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND			TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET			
	BALANCE	\$ 53,239	\$ -	POSITION	\$ -	\$	-

PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

		Governme	ental Funds		Proprietary/F	iduciary Funds	Diameter (b)
Line #	Description	General Fund	Debt Service Fund	Description	Fund*	Fund*	Please use this space to provide explanation of any
	Tax Revenue			Tax Revenue			items on this page
2-1	Property [include mills levied in Question 10-6]	\$ 48,934	\$ -	Property [include mills levied in Question 10-6]	\$ -	- \$ -	
2-2	Specific Ownership	\$ 2,524	\$ -	Specific Ownership	\$ -	- \$	
2-3	Sales and Use Tax	\$ -	\$ -	Sales and Use Tax	\$ -	- \$	
2-4	Other Tax Revenue [specify]:	\$ -	\$ -	Other Tax Revenue [specify]:	\$ -	- \$	
2-5	TIF Income	\$ 4,244	\$ -		\$ -	- \$	
2-6		\$ -	\$ -		\$ -	- \$	
2-7		\$ -	\$ -		\$ -	- \$	
2-8	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ 55,702	\$ -	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ -	- \$	
2-9	Licenses and Permits	\$ -	\$ -	Licenses and Permits	\$ -	- \$	
2-10	Highway Users Tax Funds (HUTF)	\$ -	\$ -	Highway Users Tax Funds (нитг)	\$ -	- \$ -	-
2-11	Conservation Trust Funds (Lottery)	\$ -	\$ -	Conservation Trust Funds (Lottery)	\$ -	- \$ -	-
2-12	Community Development Block Grant	\$ -	\$ -	Community Development Block Grant	\$ -	- \$ -	-
2-13	Fire & Police Pension	\$ -	\$ -	Fire & Police Pension	\$ -	- \$ -	-
2-14	Grants	\$ -	\$ -	Grants	\$ -	- \$ -	-
2-15	Donations	\$ -	\$ -	Donations	\$ -	- \$ -	-
2-16	Charges for Sales and Services	\$ -	\$ -	Charges for Sales and Services	\$ -	- \$ -	-
2-17	Rental Income	\$ -	\$ -	Rental Income	\$ -	- \$ -	-
2-18	Fines and Forfeits	\$ -	\$ -	Fines and Forfeits	\$ -	- \$	
2-19	Interest/Investment Income	\$ 13	\$ -	Interest/Investment Income	\$ -	- \$	
2-20	Tap Fees	\$ -	\$ -	Tap Fees	\$ -	- \$	
2-21	Proceeds from Sale of Capital Assets	\$ -	\$ -	Proceeds from Sale of Capital Assets	\$ -	- \$	
2-22	All Other [specify]:	\$ -	\$ -	All Other [specify]:	\$ -	- \$	
2-23		\$ -	\$ -		\$ -	- \$	
2-24	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ 55,715	\$ -	Add lines 2-8 through 2-23 TOTAL REVENUES		- \$	
	Other Financing Sources			Other Financing Sources			
2-25	Debt Proceeds	\$ -	\$ -	Debt Proceeds	\$ -	- \$ -]
2-26	Developer Advances	\$ -	\$ -	Developer Advances	\$ -	- \$ -	1
2-27	Other [specify]:	\$ -	\$ -	Other [specify]:	\$ -	- \$ -	
2-28	Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES		. \$ -	GRAND TOTALS
2-29	Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ 55,715	\$ -	Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$.	\$ -	\$ 55,715

IF GRAND TOTAL REVENUES AND OTHER FINANCING SOURCES for all funds (Line 2-29) are GREATER than \$750,000 -STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.

3-32 Prior Period Adjustment (MUST explain)

Sum of Line 3-30, 3-31, and 3-32

This total should be the same as line 1-36.

3-33 Fund Balance, December 31

PART 3 - FINANCIAL STATEMENTS - OPERATING STATEMENT - EXPENDITURES/EXPENSES **Governmental Funds** Proprietary/Fiduciary Funds Please use this space to Line # Description Description Debt Service Fund provide explanation of any Expenditures Expenses items on this page - | \$ 3-1 **General Government** 7.063 \$ **General Operating & Administrative** Judicial Salaries \$ 3-2 \$ 3-3 Law Enforcement \$ \$ **Payroll Taxes** \$ \$ 3-4 \$ - | \$ **Contract Services** \$ - | \$ **Employee Benefits** 3-5 **Highways & Streets** \$ - | \$ \$ \$ 3-6 Solid Waste \$ Insurance \$ \$ 3-7 Contributions to Fire & Police Pension Assoc. \$ Accounting and Legal Fees \$ \$ Health \$ Repair and Maintenance \$ 3-8 \$ \$ 3-9 **Culture and Recreation** \$ \$ Supplies \$ \$ 3-10 Transfers to other districts \$ - \$ Utilities \$ \$ Other [specify...]: \$ Contributions to Fire & Police Pension Assoc. \$ - | \$ - | \$ 3-11 3-12 Transfer to Sweetgrass Metro District No. 1 158,859 \$ Other [specify...] \$ \$ 3-13 \$ \$ - | \$ - | \$ Capital Outlay \$ - \$ Capital Outlay \$ - \$ 3-14 **Debt Service Debt Service** Principal Principal \$ 3-15 - | \$ 3-16 Interest \$ - | \$ Interest \$ - | \$ **Bond Issuance Costs** \$ **Bond Issuance Costs** \$ 3-17 - | \$ \$ **Developer Principal Repayments Developer Principal Repayments** 3-18 \$ \$ \$ - | \$ - | 3-19 **Developer Interest Repayments** \$ \$ **Developer Interest Repayments** \$ \$ 3-20 All Other [specify...]: \$ \$ All Other [specify...]: \$ \$ **GRAND TOTAL** 3-21 \$ \$ \$ Add lines 3-1 through 3-21 Add lines 3-1 through 3-21 \$ 3-22 165.922 \$ 165.922 TOTAL EXPENDITURES TOTAL EXPENSES 3-23 Interfund Transfers (In) \$ Net Interfund Transfers (In) Out \$ 3-24 Interfund Transfers Out \$ \$ Other [specify...][enter negative for expense] \$ \$ 3-25 Other Expenditures (Revenues): \$ - | \$ Depreciation \$ \$ Other Financing Sources (Uses) 3-26 \$ - | \$ (from line 2-28) \$ \$ **Capital Outlay** 3-27 \$ \$ 3-28 \$ **Debt Principal** (from line 3-15, 3-18) \$ 3-29 (Add lines 3-23 through 3-28) (Line 3-26, plus line 3-27, less line 3-24, less line 3-25) TOTAL TRANSFERS AND OTHER EXPENDITURES TOTAL GAAP RECONCILING ITEMS 3-30 Excess (Deficiency) of Revenues and Other Financing Net Increase (Decrease) in Net Position Sources Over (Under) Expenditures Line 2-29, less line 3-22, plus line 3-29, plus line 3-23, less Line 2-29, less line 3-22, plus line 3-29 (110,207) \$ Net Position, January 1 from December 31 prior year Fund Balance, January 1 from December 31 prior year

IF GRAND TOTAL EXPENDITURES for all funds (Line 3-22) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.

Net Position, December 31

Line 3-30 plus line 3-31

Prior Period Adjustment (MUST explain)

- This total should be the same as line 1-36.

\$

\$

\$

report

118,303 | \$

8,096 | \$

YES

V

NO

N/A

√

Please answer the following question by marking in the appropriate box

11-10.5-101, et seq. C.R.S.)? If no, MUST explain:

5-4 Are the entity's Investments legal in accordance with Section 24-75-601, et. seg., C.R.S.?

Are the entity's deposits in an eligible (Public Deposit Protection Act) public depository (Section

	PART 7 - PENSION INFORMATION				
	Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
7-2	Does the entity have an "old hire" firemen's pension plan? Does the entity have a volunteer firemen's pension plan? Who administers the plan?			V	
	Indicate the contributions from:				
	Tax (property, SO, sales, etc.):	\$	-		
	State contribution amount:	\$	-		
	Other (gifts, donations, etc.):	\$	-		
	TOTAL	\$	-		
	What is the monthly benefit paid for 20 years of service per retiree as of Jan 1?	\$	-		

Docus	sign Envelope ID: CF9A810C-2FAB-47A2-BE9A-30D4492C2377		_		
	PART 8 - BI	UDGET IN	NFORMATIO	N	
	Please answer the following question by marking in the appropriate box	YES	NO	N/A	Please use this space to provide any explanations or comments:
8-1	Did the entity file a current year budget with the Department of Local Affairs, in accordance with	Ø			
	Section 29-1-113 C.R.S.? If no. MUST explain: Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.?	_	_		
8-2	If no, MUST explain:	V			
If yes:	Please indicate the amount budgeted for each fund for the year reported				
	Fund Name Budgeted Expendite		l .		
	Amended General Fund \$	173,213	4		
	\$		7		
	\$	-			
	PART 9 - TAX PAYE	ER'S BILL	OF RIGHTS	(TABOR)	
	Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
9-1	Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20	=	✓		
	government from the 3 percent emergency reserve requirement. All governments should determine it	f they meet this			
	PART 10 - G	ENERAL I	INFORMATI	ON	
	Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
10-1	Is this application for a newly formed governmental entity?			✓	
If yes:	Date of formation:				
	Date of formation.				
10-2	Has the entity changed its name in the past or current year?			✓	
If Yes:	NEW name				
	PRIOR name				
	Is the entity a metropolitan district?				
10-4	Please indicate what services the entity provides:		7		
	See below.		_		
	Does the entity have an agreement with another government to provide services?		✓		
If yes:	List the name of the other governmental entity and the services provided:		7		
	See below.				
	Does the entity have a certified mill levy?		abla		
If yes:	Please provide the number of <u>mills</u> levied for the year reported (do not enter \$ amounts): Bond Redemption mills 0.000	1	٦		
	General/Other mills 20.000		-		
	Total mills 20.000				
	Please use this space to provide any addi	itional explana	itions or comment	s not previously	ncluded:
	Nater, streets, traffic, safety controls, parks & recreation, and sewer.				
10-5:	Facility Connection and Services Agreement with Sweetgrass Metropolitan Districts No. 1 and 2; Distr	ict covenants w	ith City of Dacono,	Colorado	

	47A2-BF9A-30D4492C237

PART 12 - GOVERNING BODY APPROVAL

	Please answer the following question by marking in the appropriate box	YES	NO
12-1	If you plan to submit this form electronically, have you read the new Electronic Signature Policy?	V	

Office of the State Auditor — Local Government Division - Exemption Form Electronic Signatures Policy and Procedures

Policy - Requirements

The Office of the State Auditor Local Government Audit Division may accept an electronic submission of an application for exemption from audit that includes governing board signatures obtained through a program such as Docusign or Echosign. Required elements and safeguards are as follows:

- The preparer of the application is responsible for obtaining board signatures that comply with the requirement in Section 29-1-604 (3), C.R.S., that states the application shall be personally reviewed, approved, and signed by a majority of the members of the governing body.
- The application must be accompanied by the signature history document created by the electronic signature software. The signature history document must show when the document was created and when the document was emailed to the various parties, and include the dates the individual board members signed the document. The signature history must also show the individuals' email addresses and IP address.
- Office of the State Auditor staff will not coordinate obtaining signatures.

The application for exemption from audit form created by our office includes a section for governing body approval. Local governing boards note their approval and submit the application through one of the following three methods:

- 1) Submit the application in hard copy via the US Mail including original signatures.
- 2) Submit the application electronically via email and either,
- a. Include a copy of an adopted resolution that documents formal approval by the Board, or
- b. Include electronic signatures obtained through a software program such as Docusign or Echosign in accordance with the requirements noted above.

Below is the certification and approval of the governing body By signing, each individual member is certifying they are a duly elected or appointed officer of the local government. Governing members may be verified. Also by signing, each individual member certifies that this Application for Exemption from Audit has been prepared consistent with Section 29-1-604, C.R.S., which states that a governmental agency with revenue and expenditures of \$750,000 or less must have an application prepared by an independent accountant with knowledge of governmental accounting; completed to the best of their knowledge and is accurate and true. Use additional pages if needed.

	Print the names of <u>ALL</u> members of the governing body below.	A <u>MAJORITY</u> of the members of the governing body must complete and sign in the column below.
1	Full Name Jon R. Lee	I, Jon R. Lee, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed Date: My term Expires: May 2022
2	Full Name Jessica Brothers	I, Jessica Brothers, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed منتست Date: 3/29/2021 My term Expires: May 2022
3	Full Name Steve Rane	I, Steve Rane, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed Stur Karu Date: 3/26/2021 My term Expires: May 2023
4	Full Name	I,, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed Date: My term Expires:
5	Full Name	I,, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed Date: My term Expires:
6	Full Name	I,, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed Date: My term Expires:
7	Full Name	I,, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed



CliftonLarsonAllen LLP www.cliftonlarsonallen.com

Accountant's Compilation Report

Board of Directors Sweetgrass Metropolitan District No. 3 Weld County, Colorado

Management is responsible for the accompanying Application for Exemption from Audit of Sweetgrass Metropolitan District No. 3 as of and for the year ended December 31, 2020, included in the accompanying prescribed form. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements included in the accompanying prescribed form nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the financial statements included in the accompanying prescribed form.

The Application for Exemption from Audit is presented in accordance with the requirements of the Colorado Office of the State Auditor, which differ from accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the Colorado Office of the State Auditor and is not intended to be and should not be used by anyone other than this specified party.

Greenwood Village, Colorado

Clifton Sarson allen LG

February 24, 2021



Certificate Of Completion

Envelope Id: CF9A810C2FAB47A2BE9A30D4492C2377

Subject: Please DocuSign: Sweetgrass MD No. 3_2020 Audit Exemption.pdf

Client Name: Sweetgrass Metro District No. 3

Client Number: 011-042346-00

Source Envelope:

Document Pages: 9Signatures: 2Envelope Originator:Certificate Pages: 5Initials: 0Alonso DuranRodriguezAutoNav: Enabled220 South 6th Street

Envelopeld Stamping: Enabled Suite 300

Time Zone: (UTC-06:00) Central Time (US & Canada) Minneapolis, MN 55402

Alonso.DuranRodriguez@claconnect.com

IP Address: 65.59.88.254

Sent: 3/26/2021 2:51:09 PM

Sent: 3/26/2021 2:51:10 PM

Viewed: 3/26/2021 2:55:43 PM

Signed: 3/26/2021 2:55:49 PM

Viewed: 3/29/2021 10:10:39 AM

Status: Completed

Record Tracking

Status: Original Holder: Alonso DuranRodriguez Location: DocuSign

3/26/2021 2:50:06 PM Alonso.DuranRodriguez@claconnect.com

Signer Events Signature Timestamp

ania Brother

DocuSigned by:

-DocuSigned by:

Jessica Brothers jessica@cdgcolorado.com

Steve@cdgcolorado.com

Security Level: Email, Account Authentication

(None)

____5E2846592AEA4E9... Signed: 3/29/2021 10:12:22 AM

Signature Adoption: Uploaded Signature Image

Using IP Address: 67.190.33.63

Electronic Record and Signature Disclosure:

Accepted: 3/29/2021 10:10:39 AM ID: 6d01b26c-f697-44fa-809a-5efde78dd51c

Steve Rane

Secretary/Treasurer

Security Level: Email, Account Authentication

(None)

Steve Race —c20B7EDF6DA34ED...

Signature Adoption: Pre-selected Style Using IP Address: 76.120.51.83

Electronic Record and Signature Disclosure:

Accepted: 3/26/2021 2:55:43 PM

ID: 4d4b1aa9-e286-4815-81de-9d070d865530

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps	
Envelope Sent	Hashed/Encrypted	3/26/2021 2:51:10 PM	
Certified Delivered	Security Checked	3/26/2021 2:55:43 PM	
Signing Complete	Security Checked	3/26/2021 2:55:49 PM	
Completed	Security Checked	3/29/2021 10:12:22 AM	
Payment Events	Status	Timestamps	
Electronic Record and Signature Disclosure			

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from CliftonLarsonAllen LLP

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with CliftonLarsonAllen LLP

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to
 receive exclusively through electronic means all notices, disclosures, authorizations,
 acknowledgements, and other documents that are required to be provided or made
 available to you by CliftonLarsonAllen LLP during the course of your relationship with
 CliftonLarsonAllen LLP.