# **APPLICATION FOR EXEMPTION FROM AUDIT**

# SHORT FORM

NAME OF GOVERNMENT One Place Metropolitan District No. 2

ADDRESS 121 South Tejon Street

Suite 1100

Colorado Springs, CO 80903

CONTACT PERSON Carrie Bartow PHONE 719-635-0330

EMAIL Carrie.Bartow@claconnect.com

For the Year Ended 12/31/22 or fiscal year ended:

# **PART 1 - CERTIFICATION OF PREPARER**

I certify that I am skilled in governmental accounting and that the information in the application is complete and accurate, to the best of my knowledge.

NAME: Carrie Bartow

TITLE Accountant for the District
FIRM NAME (if applicable) CliftonLarsonAllen LLP

ADDRESS 121 South Tejon Street, Suite 1100, Colorado Springs, CO 80903

PHONE 719-635-0330 DATE PREPARED 2/28/2023

# PREPARER (SIGNATURE REQUIRED)

#### SEE ATTACHED ACCOUNTANT'S COMPILATION REPORT

Please indicate whether the following financial information is recorded	GOVERNMENTAL (MODIFIED ACCRUAL BASIS)	PROPRIETARY (CASH OR BUDGETARY BASIS)
using Governmental or Proprietary fund types	V	

# **PART 2 - REVENUE**

REVENUE: All revenues for all funds must be reflected in this section, including proceeds from the sale of the government's land, building, and equipment, and proceeds from debt or lease transactions. Financial information will not include fund equity information.

Line#		Description	Round to nearest Dollar	Please use this
2-1	Taxes: Proper	ty (report mills levied in Question 10-6)	-	space to provide
2-2	Specifi	c ownership	\$ -	any necessary
2-3	Sales a	and use	\$ -	explanations
2-4	Other (	specify):	\$ -	
2-5	Licenses and permits		\$ -	
2-6	Intergovernmental:	Grants	\$ -	
2-7		Conservation Trust Funds (Lottery)	\$ -	
2-8		Highway Users Tax Funds (HUTF)	\$ -	
2-9		Other (specify):	\$ -	
2-10	Charges for services		\$ -	
2-11	Fines and forfeits		\$ -	
2-12	Special assessments		\$ -	
2-13	Investment income		\$ -	
2-14	Charges for utility services		\$ -	
2-15	Debt proceeds	(should agree with line 4-4, colum	nn 2) \$ -	
2-16	Lease proceeds		\$ -	
2-17	Developer Advances receive	ed (should agree with line	4-4) \$ -	
2-18	Proceeds from sale of capital	al assets	\$ -	
2-19	Fire and police pension		\$ -	
2-20	Donations		\$ -	
2-21	Other (specify):		\$ -	
2-22			\$ -	
2-23			\$ -	
2-24		(add lines 2-1 through 2-23) TOTAL REVEN	IUE \$ -	

## **PART 3 - EXPENDITURES/EXPENSES**

EXPENDITURES: All expenditures for all funds must be reflected in this section, including the purchase of capital assets and principal and interest payments on long-term debt. Financial information will not include fund equity information.

	interest payments on long-term debt. Financial information will not inclu	de tund equity inforn		Discourse 41-1
Line#	Description		Round to nearest Dollar	Please use this
3-1	Administrative		\$ -	space to provide
3-2	Salaries		\$ -	any necessary
3-3	Payroll taxes		\$ -	explanations
3-4	Contract services		\$ -	
3-5	Employee benefits		\$ -	
3-6	Insurance		\$ -	
3-7	Accounting and legal fees		\$ -	
3-8	Repair and maintenance		\$ -	
3-9	Supplies		\$ -	
3-10	Utilities and telephone		\$ -	
3-11	Fire/Police		\$ -	
3-12	Streets and highways		\$ -	
3-13	Public health		\$ -	
3-14	Capital outlay		\$ -	
3-15	Utility operations		\$ -	
3-16	Culture and recreation		\$ -	
3-17	Debt service principal (sh	ould agree with Part 4)	\$ -	
3-18	Debt service interest		\$ -	
3-19	Repayment of Developer Advance Principal (sho	uld agree with line 4-4)	\$ -	
3-20	Repayment of Developer Advance Interest		\$ -	
3-21	Contribution to pension plan (si	nould agree to line 7-2)	\$ -	
3-22	Contribution to Fire & Police Pension Assoc. (st	nould agree to line 7-2)	\$ -	
3-23	Other (specify):	- '		
3-24			\$ -	
3-25			\$ -	7
3-26	(add lines 3-1 through 3-24) TOTAL EXPENDITU	IRES/EXPENSES	\$ -	

If TOTAL REVENUE (Line 2-24) or TOTAL EXPENDITURES (Line 3-26) are GREATER than \$100,000 - <u>STOP</u>. You may not use this form. Please use the "Application for Exemption from Audit -<u>LONG FORM</u>".

	PART 4 - DEBT OUTSTANDING		, AND RE	ETIRED	
	Please answer the following questions by marking the	appropriate boxes.		Yes	No
4-1	Does the entity have outstanding debt? If Yes, please attach a copy of the entity's Debt Repayment So	chedule.		Ш	✓
4-2	Is the debt repayment schedule attached? If no. MUST explain	n:			<b>✓</b>
	The District has no outstanding debt.				
4-3	Is the entity current in its debt service payments? If no, MUST	Γexplain:		, $\square$	V
	The District has no outstanding debt.				
4-4	Please complete the following debt schedule, if applicable: (please only include principal amounts)(enter all amount as positive numbers)	Outstanding at end of prior year*	Issued during year	Retired during year	Outstanding at year-end
	General obligation bonds	\$ -	\$ -	\$ -	\$ -
	Revenue bonds	\$ -	\$ -	\$ -	\$ -
	Notes/Loans	\$ -	\$ -	\$ -	\$ -
	Lease Liabilities	\$ -	\$ -	\$ -	\$ -
	Developer Advances	\$ -	\$ -	\$ -	\$ -
	Other (specify):	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ -	\$ -	\$ -	\$ -
		*must tie to prior ye	т	Ι Ψ	Ψ
	Please answer the following questions by marking the appropriate boxes		ar origing balance	Yes	No
4-5	Does the entity have any authorized, but unissued, debt?			<b>V</b>	
If yes:	How much?	\$ 7	05,000,000	]	
•	Date the debt was authorized:	5/3/20	)22	1	
4-6	Does the entity intend to issue debt within the next calendar	vear?		'	✓
If yes:	How much?	\$	-	]	
4-7	Does the entity have debt that has been refinanced that it is s	till responsible f	or?	, $\square$	<b>V</b>
If yes:	What is the amount outstanding?	\$	_	]	
<b>4-8</b>	Does the entity have any lease agreements?			, $\Box$	<b>7</b>
If yes:	What is being leased?			]	
,	What is the original date of the lease?				
	Number of years of lease?				_
	Is the lease subject to annual appropriation?				✓
	What are the annual lease payments?	\$	-		
	Please use this space to provide any	explanations or	comments:		

	PART 5 - CASH AND INVESTME	ENTS		
	Please provide the entity's cash deposit and investment balances.		Amount	Total
5-1	YEAR-END Total of ALL Checking and Savings Accounts		\$ -	
5-2	Certificates of deposit		\$ -	
	Total Cash Deposits			\$ -
	Investments (if investment is a mutual fund, please list underlying investments):			
			\$ -	]
5-3			\$ -	
3-3			\$ -	]
			\$ -	
	Total Investments			\$ -
	Total Cash and Investments			\$ -
	Please answer the following questions by marking in the appropriate boxes	Yes	No	N/A
5-4	Are the entity's Investments legal in accordance with Section 24-75-601, et. seq., C.R.S.?			<b>V</b>
5-5	Are the entity's deposits in an eligible (Public Deposit Protection Act) public depository (Section 11-10.5-101, et seq. C.R.S.)?			V
If no, MU	IST use this space to provide any explanations:			

	DART C CARITAL AND RE	CHT	TO L	ICE A	CCI	TC			
	Please answer the following questions by marking in the appropriate box		10-0	SE A	33E	-15 Ye	s	1	No
6-1	Does the entity have capital assets?								7
6-2	Has the entity performed an annual inventory of capital asset 29-1-506, C.R.S.,? If no, MUST explain:	s in acco	ordance	with Sec	tion			Ē	7
6-3	Complete the following capital & right-to-use assets table:		nce - ng of the ar*	Additions be include Part	led in	Delet	ions		r-End ance
	Land	\$	-	\$	-	\$	-	\$	-
	Buildings Machinery and aguinment	\$	-	\$	-	\$	-	\$	-
	Machinery and equipment Furniture and fixtures	\$	-	\$	<u>-</u>	\$	-	\$	<u>-</u>
	Infrastructure	\$		\$	<u>-</u>	\$		\$	<u> </u>
	Construction In Progress (CIP)	\$	_	\$	_	\$		\$	_
	Leased Right-to-Use Assets	\$	-	\$	_	\$	-	\$	_
	Other (explain):	\$	-	\$	-	\$	-	\$	-
	Accumulated Depreciation/Amortization	φ.		•		•			
	(Please enter a negative, or credit, balance)	\$	-	\$		\$	-	\$	-
	TOTAL	\$	-	\$	-	\$		\$	-
	Please use this space to provide any	expiana	tions or	commen	ts:				
	DART - REMOION	INIEO		TION					
	PART 7 - PENSION		RMA	HON					
	Please answer the following questions by marking in the appropriate box	es.				Ye	s		No
7-1	Does the entity have an "old hire" firefighters' pension plan?							✓	
7-2	Does the entity have a volunteer firefighters' pension plan? Who administers the plan?					1		✓	
If yes:	-								
	Indicate the contributions from:					1			
	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 re	etiree as	of Jan						
	1?		0.00	\$	-				
	Please use this space to provide any	explana	tions or	commen	ts:				
	PART 8 - BUDGET	INFO	<b>RMA</b>	TION					
	Please answer the following questions by marking in the appropriate box			Yes	;	N	0	1	N/A
8-1	Did the entity file a budget with the Department of Local Affai	rs for th	е	<b>V</b>					
	current year in accordance with Section 29-1-113 C.R.S.?			1					
8-2	Did the entity pass an appropriations resolution, in accordance	ce with S	Section	<b>V</b>					
	29-1-108 C.R.S.? If no, MUST explain:			_					
				]					
If vos:	Please indicate the amount budgeted for each fund for the ye	ar renor	ted:	]					
,00.						ı			
	Governmental/Proprietary Fund Name		Appropria	tions By F	und	1			
	General Fund	\$			-				
		-							
						I			

	PART 9 - TAXPAYER'S BILL OF RIGHTS (TABC	R)	
	Please answer the following question by marking in the appropriate box	Yes	No
9-1	Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?		
	Note: An election to exempt the government from the spending limitations of TABOR does not exempt the government from the 3 percent emergency reserve requirement. All governments should determine if they meet this requirement of TABOR.	<b>✓</b>	

If no, MUST explain:

	PART 10 - GENERAL INFORMATION			
	Please answer the following questions by marking in the appropriate boxes.	Yes	No	
10-1	Is this application for a newly formed governmental entity?	✓		
If yes:	Date of formation: 5/19/2022	]		
10-2	Has the entity changed its name in the past or current year?		<b>V</b>	
If yes:	Please list the NEW name & PRIOR name:			
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		]		
10-3	Is the entity a metropolitan district?	<b>✓</b>		
	Please indicate what services the entity provides:	1		
	See notes section		_	
10-4	Does the entity have an agreement with another government to provide services?	✓		
If yes:				
40.5	See notes section		<b>7</b>	
10-5	Has the district filed a <i>Title 32</i> , <i>Article 1 Special District Notice of Inactive Status</i> during	1		
If yes:	Date Filed:			
10-6	Does the entity have a certified Mill Levy?	<b>✓</b>		
If yes:	Please provide the following mills levied for the year reported (do not report \$ amounts):			
	Bond Redemption mills			
	General/Other mills			
	Total mills		-	
	Please use this space to provide any explanations or comments:			

10-3 To provide financing for design, acquisition, construction and installation of essential public-purpose facilities such as water, streets, traffic and safety controls, parks and recreation, sanitation and drainage facilities, public transportation, mosquito control, television relay and translation equipment, security, fire protection, and operations and maintenance.

10-4: Pursuant to the Master IGA, One Place Metropolitan District No. 1 is the Operating District and One Place Metropolitan Districts No 2 and 3 are the Financing Districts.

	PART 11 - 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?	<u> </u>		

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

## 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.

	Print the names of ALL members of current governing body below.	A <u>MAJORITY</u> of the members of the governing body must complete and sign in the column below.
Board Member 1	Print Board Member's Name  Julie Brooks	I Julie Brooks, attest 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: 3/28/2023  My term Expires: May 2025
Board Member 2	Print Board Member's Name  Scott Lamphear	I Scott Lamphear, attest 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 2025
Board Member 3	Print Board Member's Name  Dawn Jewell	I Dawn Jewell , attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.  Signed [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [
Board Member 4	Print Board Member's Name Patrick Stephens	I Patrick Stephens, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.  Signed Fatrick Stephens  Date: 3/28/2023  My term Expires: May 2023
Board Member 5	Print Board Member's Name	I, attest 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:
Board Member 6	Print Board Member's Name	I
Board Member 7	Print Board Member's Name	I, attest 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:



CliftonLarsonAllen LLP 121 S. Tejon., Suite 1100 Colorado Springs, CO 80903

phone 719-365-0330 fax 719-473-3630 **CLAconnect.com** 

## **Accountant's Compilation Report**

Board of Directors One Place Metropolitan District No. 2 El Paso County, Colorado

Management is responsible for the accompanying Application for Exemption from Audit of One Place Metropolitan District No. 2 as of and for the year ended December 31, 2022, 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.

We are not independent with respect to One Place Metropolitan District No. 2.

Colorado Springs, Colorado

Clifton Larson allen LL

March 1, 2023

# **DocuSign**

**Certificate Of Completion** 

Envelope Id: 0778B073423B473C90E616B1B4EC7C99

Subject: Complete with DocuSign: One Place MD No. 2 - 2022 Audit Exemption.pdf

Client Name: One Place Metropolitan District No. 2

Client Number: A102269

Source Envelope:

AutoNav: Enabled

Document Pages: 8 Signatures: 3
Certificate Pages: 5 Initials: 0

Envelopeld Stamping: Enabled

Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed

Envelope Originator: Spencer Johnson

220 S 6th St Ste 300

Minneapolis, MN 55402-1418 spencer.johnson@claconnect.com IP Address: 50.169.146.162

**Record Tracking** 

Status: Original

3/28/2023 4:23:16 PM

Holder: Spencer Johnson

spencer.johnson@claconnect.com

Location: DocuSign

Signer Events

Dawn Jewell

dawn.jewellpsyd@gmail.com

Security Level: Email, Account Authentication (None)

\_\_\_\_DocuSigned by:

Dawn Jewell 7283604B339A483...

Signature

Signature Adoption: Pre-selected Style Using IP Address: 71.229.255.166

Timestamp

Sent: 3/28/2023 4:27:00 PM Viewed: 3/28/2023 4:45:57 PM Signed: 3/28/2023 4:46:06 PM

**Electronic Record and Signature Disclosure:** 

Accepted: 3/28/2023 4:45:57 PM

ID: 02b36928-f1b7-4e76-89d9-01ac971bc142

Julie Brooks

 $\label{lem:comparamount} Julie. Brooks@paramountam.com$ 

Director

Security Level: Email, Account Authentication

(None)

DocuSigned by: C57CE071AF6C4E3...

Signature Adoption: Drawn on Device Using IP Address: 38.75.248.7

Viewed: 3/28/2023 4:28:46 PM Signed: 3/28/2023 4:29:00 PM

Sent: 3/28/2023 4:27:01 PM

**Electronic Record and Signature Disclosure:** 

Accepted: 3/31/2022 5:39:06 PM

ID: be858f4a-57c4-4b15-956a-54c342b3a502

Patrick Stephens

patrick.stephens@ogcos.com

CFO

ONE Dev, LLC

Security Level: Email, Account Authentication

(None)

Patrick Stephens 6CA6D41537764BO...

Signature Adoption: Pre-selected Style Using IP Address: 38.75.248.8

Sent: 3/28/2023 4:27:01 PM Viewed: 3/28/2023 4:32:17 PM Signed: 3/28/2023 4:32:23 PM

**Electronic Record and Signature Disclosure:** 

Accepted: 3/28/2023 4:32:17 PM

ID: ba72f8ef-e1b0-4230-9e23-1872590194f0

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	3/28/2023 4:27:01 PM	
Envelope Updated	Security Checked	3/29/2023 2:19:45 PM	
Certified Delivered	Security Checked	3/28/2023 4:32:17 PM	
Signing Complete	Security Checked	3/28/2023 4:32:23 PM	
Completed	Security Checked	3/29/2023 2:19:45 PM	
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: <a href="https://support.docusign.com/guides/signer-guide-signing-system-requirements">https://support.docusign.com/guides/signer-guide-signing-system-requirements</a>.

## 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.