

# APPLICATION FOR EXEMPTION FROM AUDIT

## SHORT FORM

NAME OF GOVERNMENT  
ADDRESS

MIDTOWN BUSINESS IMPROVEMENT DISTRICT  
C/O REVEAL BUSINESS SOLUTIONS, LLC  
9191 SHERIDAN BLVD, SUITE 300  
WESTMINSTER, CO 80031

For the Year Ended  
12/31/18  
or fiscal year ended:

CONTACT PERSON  
PHONE  
EMAIL  
FAX

VALERIE BRILEY  
720-449-8400  
ACCOUNTING@REVEALBIZSOLUTIONS.COM  
720-449-8401

### 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:  
TITLE  
FIRM NAME (if applicable)  
ADDRESS  
PHONE  
DATE PREPARED

VALERIE BRILEY  
FOUNDER & CHIEF BEAN COUNTER  
REVEAL BUSINESS SOLUTIONS, LLC  
9191 SHERIDAN BLVD, SUITE 300, WESTMINSTER, CO 80031  
720-449-8400  
3/19/2019

### PREPARER (SIGNATURE REQUIRED)

*Valerie Briley*

Please indicate whether the following financial information is recorded using Governmental or Proprietary fund types

**GOVERNMENTAL**  
(MODIFIED ACCRUAL BASIS)

**PROPRIETARY**  
(CASH OR BUDGETARY BASIS)



## 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 space to provide any necessary explanations
2-1	Taxes: Property (report mills levied in Question 10-6)	\$ -	
2-2	Specific ownership	\$ -	
2-3	Sales and use	\$ -	
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, column 2)	\$ -	
2-16	Lease proceeds	\$ -	
2-17	Developer Advances received (should agree with line 4-4)	\$ -	
2-18	Proceeds from sale of capital assets	\$ -	
2-19	Fire and police pension	\$ -	
2-20	Donations	\$ -	
2-21	Other (specify):	\$ -	
2-22		\$ -	
2-23		\$ -	
2-24	<b>(add lines 2-1 through 2-23) TOTAL REVENUE</b>	<b>\$ -</b>	

## PART 3 - EXPENDITURES

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.

Line#	Description	Round to nearest Dollar	Please use this space to provide any necessary explanations
3-1	Administrative	\$ -	
3-2	Salaries	\$ -	
3-3	Payroll taxes	\$ -	
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	Culture and recreation	\$ -	
3-15	Utility operations	\$ -	
3-16	Capital outlay	\$ -	
3-17	Debt service principal (should agree with Part 4)	\$ -	
3-18	Debt service interest	\$ -	
3-19	Repayment of Developer Advance Principal (should agree with line 4-4)	\$ -	
3-20	Repayment of Developer Advance Interest	\$ -	
3-21	Contribution to pension plan (should agree to line 7-2)	\$ -	
3-22	Contribution to Fire & Police Pension Assoc. (should agree to line 7-2)	\$ -	
3-23	Other (specify):	\$ -	
3-24		\$ -	
3-25		\$ -	
3-26	<b>(add lines 3-1 through 3-24) TOTAL EXPENDITURES</b>	<b>\$ -</b>	

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

## PART 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

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 Schedule.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-2 Is the debt repayment schedule attached? If no, MUST explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input type="checkbox"/>	<input type="checkbox"/>
4-3 Is the entity current in its debt service payments? If no, MUST explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input type="checkbox"/>	<input type="checkbox"/>
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
General obligation bonds	\$ -	\$ -
Revenue bonds	\$ -	\$ -
Notes/Loans	\$ -	\$ -
Leases	\$ -	\$ -
Developer Advances	\$ -	\$ -
Other (specify):	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>

\*must tie to prior year ending balance

	Yes	No
4-5 Does the entity have any authorized, but unissued, debt? If yes: How much? \$ <input style="width: 100px;" type="text" value="-"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Date the debt was authorized: <input style="width: 100px;" type="text"/>		
4-6 Does the entity intend to issue debt within the next calendar year? If yes: How much? \$ <input style="width: 100px;" type="text" value="-"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-7 Does the entity have debt that has been refinanced that it is still responsible for? If yes: What is the amount outstanding? \$ <input style="width: 100px;" type="text" value="-"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-8 Does the entity have any lease agreements? 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? \$ <input style="width: 100px;" type="text" value="-"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please use this space to provide any explanations or comments:

## PART 5 - CASH AND INVESTMENTS

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	\$ -	
<b>Total Cash Deposits</b>		\$ -
Investments (if investment is a mutual fund, please list underlying investments):		
<input style="width: 100%; height: 20px;" type="text"/>	\$ -	
<input style="width: 100%; height: 20px;" type="text"/>	\$ -	
5-3 <input style="width: 100%; height: 20px;" type="text"/>	\$ -	
<input style="width: 100%; height: 20px;" type="text"/>	\$ -	
<b>Total Investments</b>		\$ -
<b>Total Cash and Investments</b>		\$ -

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.?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If no, MUST use this space to provide any explanations:

## PART 6 - CAPITAL ASSETS

Please answer the following questions by marking in the appropriate boxes.

Yes                      No

- 6-1 Does the entity have capital assets?  Yes       No
- 6-2 Has the entity performed an annual inventory of capital assets in accordance with Section 29-1-506, C.R.S.,? If no, MUST explain:  Yes       No

Complete the following capital assets table:	Balance - beginning of the year*	Additions (Must be included in Part 3)	Deletions	Year-End Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Please use this space to provide any explanations or comments:

## PART 7 - PENSION INFORMATION

Please answer the following questions by marking in the appropriate boxes.

Yes                      No

- 7-1 Does the entity have an "old hire" firemen's pension plan?  Yes       No
- 7-2 Does the entity have a volunteer firemen's pension plan?  Yes       No

If yes: Who administers the plan?

Indicate the contributions from:

Tax (property, SO, sales, etc.):	\$ -
State contribution amount:	\$ -
Other (gifts, donations, etc.):	\$ -
<b>TOTAL</b>	<b>\$ -</b>

What is the monthly benefit paid for 20 years of service per retiree as of Jan

Please use this space to provide any explanations or comments:

## PART 8 - BUDGET INFORMATION

Please answer the following questions by marking in the appropriate boxes.

Yes                      No                      N/A

- 8-1 Did the entity file a budget with the Department of Local Affairs for the current year in accordance with Section 29-1-113 C.R.S.?  Yes       No       N/A

- 8-2 Did the entity pass an appropriations resolution, in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:  Yes       No       N/A

If yes: Please indicate the amount budgeted for each fund for the year reported:


## PART 9 - TAXPAYER'S BILL OF RIGHTS (TABOR)

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,



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.

**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:

**10-2** Has the entity changed its name in the past or current year?



If yes: Please list the NEW name & PRIOR name:

**10-3** Is the entity a metropolitan district?



Please indicate what services the entity provides:

**10-4** 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:

**10-5** Has the district filed a *Title 32, Article 1 Special District Notice of Inactive Status* during



If yes: Date Filed:

**10-6** Does the entity have a certified Mill Levy?



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:

## 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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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






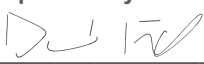
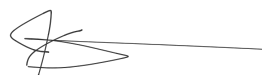
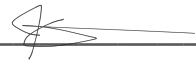
#### Policy - Requirements

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 current governing board members below.		A MAJORITY of the governing board members must complete and sign in the column below.
Board Member 1	Print Board Member's Name 	I <u>Luke McFetridge</u> , 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 <u></u> Date: <u>03-27-2019</u> My term Expires: <u>03-27-2019</u>
Board Member 2	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 3	Print Board Member's Name <u>Rayno Seaser</u>	I <u>Rayno Seaser</u> , 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 <u>Rayno Seaser</u> Date: <u>03-27-2019</u> My term Expires: <u>06-15-2020</u>
Board Member 4	Print Board Member's Name 	I <u>R Michael Dellenbach</u> , 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 <u></u> Date: <u>03-27-2019</u> My term Expires: <u>12-27-2021</u>
Board Member 5	Print Board Member's Name 	I <u>David Fritzler</u> , 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 <u></u> Date: <u>03-25-2019</u> My term Expires: <u>12-31-2020</u>
Board Member 6	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 7	Print Board Member's Name 	I <u>John Gaffney</u> , 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 <u></u> Date: <u>03-27-2019</u> My term Expires: <u>12-31-2020</u>


Print the names of ALL current governing board members below.		A MAJORITY of the governing board members must complete and sign in the column below.
Board Member 1	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 2	Print Board Member's Name <i>Lauren E DeRosa</i>	I <u>Lauren E DeRosa</u> , 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 <u>Lauren E DeRosa</u> Date: <u>03-25-2019</u> My term Expires: <u>12-31-2019</u>
Board Member 3	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 4	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 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 _____, 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 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: _____

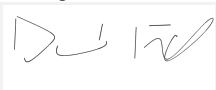



TRANSACTION DETAILS	DOCUMENT DETAILS
<b>Reference Number</b> 8C047D5F-4A3D-4524-9109-A0E51DD85502 <b>Transaction Type</b> Signature Request <b>Sent At</b> 03/21/2019 16:59 MST <b>Executed At</b> 03/28/2019 11:17 MST <b>Identity Method</b> email <b>Distribution Method</b> email <b>Signed Checksum</b> f4975770deecf588d6abd9f84d5f015d9337fb0efc11b0321b18d9810d3869b <b>Signer Sequencing</b> Disabled <b>Document Passcode</b> Disabled	<b>Document Name</b> 2018 Short Form Audit Exemption Application Midtown Bid <b>Filename</b> 2018_short_form_audit_exemption_application_midtown_bid.pdf <b>Pages</b> 10 pages <b>Content Type</b> application/pdf <b>File Size</b> 141 KB <b>Original Checksum</b> e64a46bd9211f16357743b2535de514c4ede6b6a8105a089ede39939758f2155


**SIGNERS**

SIGNER	E-SIGNATURE	EVENTS
<b>Name</b> Rayno Seaser <b>Email</b> raynosea@gmail.com <b>Components</b> 5	<b>Status</b> signed <b>Multi-factor Digital Fingerprint Checksum</b> 43fe81b57da5530d411c1d097cd9f9b5bcf9ba89ff4b11fd59cee007028d8ea <b>IP Address</b> 67.174.105.223 <b>Device</b> Firefox via Windows <b>Typed Signature</b>  <b>Signature Reference ID</b> EFD40E03	<b>Viewed At</b> 03/27/2019 19:39 MST <b>Identity Authenticated At</b> 03/27/2019 19:42 MST <b>Signed At</b> 03/27/2019 19:42 MST
<b>Name</b> Mike Dellenbach <b>Email</b> rmdellenbach@aol.com <b>Components</b> 5	<b>Status</b> signed <b>Multi-factor Digital Fingerprint Checksum</b> 627f63666ae88015cbf31c2fb1f061b020560260d772dd84924a0ea2c0ab7f9df <b>IP Address</b> 68.109.184.219 <b>Device</b> Mobile Safari via iOS <b>Drawn Signature</b>  <b>Signature Reference ID</b> C1C64498 <b>Signature Biometric Count</b> 362	<b>Viewed At</b> 03/27/2019 17:16 MST <b>Identity Authenticated At</b> 03/27/2019 17:18 MST <b>Signed At</b> 03/27/2019 17:18 MST
<b>Name</b> Luke McFetridge <b>Email</b> luke@level-re.com <b>Components</b> 5	<b>Status</b> signed <b>Multi-factor Digital Fingerprint Checksum</b> f9712208350c1962c11d917edd1ec82977b5e265a8f1edf8e4f1349ad8e46830 <b>IP Address</b> 174.209.8.148 <b>Device</b> Mobile Safari via iOS <b>Drawn Signature</b>  <b>Signature Reference ID</b> CCA465EC <b>Signature Biometric Count</b> 69	<b>Viewed At</b> 03/27/2019 13:50 MST <b>Identity Authenticated At</b> 03/27/2019 14:01 MST <b>Signed At</b> 03/27/2019 14:01 MST

SIGNER	E-SIGNATURE	EVENTS
<b>Name</b> John Gaffney <b>Email</b> jgaffney@albdev.com <b>Components</b> 5	<b>Status</b> signed <b>Multi-factor Digital Fingerprint Checksum</b> a1c6ccb30cd8587546af1b9b7e6280c8a269669f8d9167ebc06028713a5b22a8 <b>IP Address</b> 192.190.114.76 <b>Device</b> Safari via Mac <b>Drawn Signature</b>  <b>Signature Reference ID</b> EEC86695 <b>Signature Biometric Count</b> 94	<b>Viewed At</b> 03/27/2019 13:49 MST <b>Identity Authenticated At</b> 03/27/2019 13:56 MST <b>Signed At</b> 03/27/2019 13:56 MST

<b>Name</b> David Fritzier <b>Email</b> david.fritzler@bbva.com <b>Components</b> 5	<b>Status</b> signed <b>Multi-factor Digital Fingerprint Checksum</b> cd020271145776ecd9fc105610df0f1e34efd948e6a2c4970a6cd702083f4fec <b>IP Address</b> 192.251.189.73 <b>Device</b> Chrome via Windows <b>Drawn Signature</b>  <b>Signature Reference ID</b> 5D443E55 <b>Signature Biometric Count</b> 120	<b>Viewed At</b> 03/25/2019 14:16 MST <b>Identity Authenticated At</b> 03/25/2019 14:33 MST <b>Signed At</b> 03/25/2019 14:33 MST
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<b>Name</b> Lauren DeRosa <b>Email</b> wbufortcollins@gmail.com <b>Components</b> 5	<b>Status</b> signed <b>Multi-factor Digital Fingerprint Checksum</b> fe0a8fa35acb8061549d3bc1564b29df0a1f48b3f06e2ac2830d429aa00397ef <b>IP Address</b> 209.181.73.206 <b>Device</b> Chrome via Windows <b>Typed Signature</b>  <b>Signature Reference ID</b> 938C65DC	<b>Viewed At</b> 03/25/2019 13:06 MST <b>Identity Authenticated At</b> 03/25/2019 13:11 MST <b>Signed At</b> 03/25/2019 13:11 MST
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<b>Name</b> Valerie Briley <b>Email</b> valerie@revealbizsolutions.com <b>Components</b> 1	<b>Status</b> signed <b>Multi-factor Digital Fingerprint Checksum</b> 80692cd30a91a82a1e7586efb66471167600ef5604b4f086957177785936271b <b>IP Address</b> 50.236.54.130 <b>Device</b> Chrome via Windows <b>Typed Signature</b>  <b>Signature Reference ID</b> 8BC2D6F6	<b>Viewed At</b> 03/21/2019 17:14 MST <b>Identity Authenticated At</b> 03/21/2019 17:14 MST <b>Signed At</b> 03/21/2019 17:14 MST
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## AUDITS

TIMESTAMP	AUDIT
03/28/2019 11:17 MST	Valerie Briley (valerie@revealbizsolutions.com) force completed document '2018_short_form_audit_exemption_application_midtown_bid.pdf' on Chrome via Windows from 50.236.54.130.
03/28/2019 11:17 MST	Component 'Signature Field 3' assigned to signer2 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Signature Field 7' assigned to signer6 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Signature Field 9' assigned to signer8 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Text Field 2' assigned to signer2 was removed as the document was force completed.

TIMESTAMP	AUDIT
03/28/2019 11:17 MST	Component 'Text Field 6' assigned to signer6 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Text Field 8' assigned to signer8 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Signature Field 12' assigned to signer2 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Signature Field 16' assigned to signer6 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Signature Field 18' assigned to signer8 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Date Field 3' assigned to signer2 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Date Field 4' assigned to signer2 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Date Field 11' assigned to signer6 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Date Field 12' assigned to signer6 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Date Field 15' assigned to signer8 was removed as the document was force completed.
03/28/2019 11:17 MST	Component 'Date Field 16' assigned to signer8 was removed as the document was force completed.
03/28/2019 11:17 MST	Steve Taylor (steve@hotcornerconcepts.com) was removed from document 8c047d5f-4a3d-4524-9109-a0e51dd85502 as the document was force completed.
03/28/2019 11:17 MST	Spiro Palmer (spalmer@palmerpropertiesco.com) was removed from document 8c047d5f-4a3d-4524-9109-a0e51dd85502 as the document was force completed.
03/28/2019 11:17 MST	Carrie Baumgart (cbaumgart@markleymotors.com) was removed from document 8c047d5f-4a3d-4524-9109-a0e51dd85502 as the document was force completed.
03/28/2019 19:42 MST	Rayno Seaser (raynosea@gmail.com) signed the document on Firefox via Windows from 67.174.105.223.
03/28/2019 19:42 MST	Rayno Seaser (raynosea@gmail.com) authenticated via email on Firefox via Windows from 67.174.105.223.
03/28/2019 19:39 MST	Rayno Seaser (raynosea@gmail.com) viewed the document on Firefox via Windows from 67.174.105.223.
03/28/2019 17:18 MST	Mike Dellenbach (rmdellenbach@aol.com) signed the document on Mobile Safari via iOS from 68.109.184.219.
03/28/2019 17:18 MST	Mike Dellenbach (rmdellenbach@aol.com) authenticated via email on Mobile Safari via iOS from 68.109.184.219.
03/28/2019 17:16 MST	Mike Dellenbach (rmdellenbach@aol.com) viewed the document on Mobile Safari via iOS from 68.109.184.219.
03/27/2019 14:01 MST	Luke McFetridge (luke@level-re.com) signed the document on Mobile Safari via iOS from 174.209.8.148.
03/27/2019 14:01 MST	Luke McFetridge (luke@level-re.com) authenticated via email on Mobile Safari via iOS from 174.209.8.148.
03/27/2019 13:56 MST	John Gaffney (jgaffney@albdev.com) signed the document on Safari via Mac from 192.190.114.76.
03/27/2019 13:56 MST	John Gaffney (jgaffney@albdev.com) authenticated via email on Safari via Mac from 192.190.114.76.
03/27/2019 13:50 MST	Luke McFetridge (luke@level-re.com) viewed the document on Mobile Safari via iOS from 174.209.8.148.
03/27/2019 13:49 MST	John Gaffney (jgaffney@albdev.com) viewed the document on Safari via Mac from 192.190.114.76.
03/27/2019 13:49 MST	Carrie Baumgart (cbaumgart@markleymotors.com) viewed the document on Microsoft Edge via Windows from 75.151.81.89.
03/27/2019 13:48 MST	Carrie Baumgart (cbaumgart@markleymotors.com) was emailed a reminder.
03/27/2019 13:48 MST	John Gaffney (jgaffney@albdev.com) was emailed a reminder.
03/27/2019 13:48 MST	Spiro Palmer (spalmer@palmerpropertiesco.com) was emailed a reminder.
03/27/2019 13:48 MST	Mike Dellenbach (rmdellenbach@aol.com) was emailed a reminder.
03/27/2019 13:48 MST	Rayno Seaser (raynosea@gmail.com) was emailed a reminder.
03/27/2019 13:48 MST	Steve Taylor (steve@hotcornerconcepts.com) was emailed a reminder.
03/27/2019 13:47 MST	Luke McFetridge (luke@level-re.com) was emailed a reminder.
03/25/2019 14:33 MST	David Fritzier (david.fritzier@bbva.com) signed the document on Chrome via Windows from 192.251.189.73.
03/25/2019 14:33 MST	David Fritzier (david.fritzier@bbva.com) authenticated via email on Chrome via Windows from 192.251.189.73.
03/25/2019 14:16 MST	David Fritzier (david.fritzier@bbva.com) viewed the document on Chrome via Windows from 192.251.189.73.
03/25/2019 13:11 MST	Lauren DeRosa (wbufortcollins@gmail.com) signed the document on Chrome via Windows from 209.181.73.206.
03/25/2019 13:11 MST	Lauren DeRosa (wbufortcollins@gmail.com) authenticated via email on Chrome via Windows from 209.181.73.206.
03/25/2019 13:06 MST	Lauren DeRosa (wbufortcollins@gmail.com) viewed the document on Chrome via Windows from 209.181.73.206.
03/25/2019 07:22 MST	Mike Dellenbach (rmdellenbach@aol.com) viewed the document on Mobile Safari via iOS from 68.109.184.219.
03/22/2019 17:14 MST	Valerie Briley (valerie@revealbizsolutions.com) signed the document on Chrome via Windows from 50.236.54.130.
03/22/2019 17:14 MST	Valerie Briley (valerie@revealbizsolutions.com) authenticated via email on Chrome via Windows from 50.236.54.130.
03/22/2019 17:14 MST	Valerie Briley (valerie@revealbizsolutions.com) viewed the document on Chrome via Windows from 50.236.54.130.
03/22/2019 17:13 MST	Valerie Briley (valerie@revealbizsolutions.com) was emailed a reminder.
03/22/2019 17:13 MST	Carrie Baumgart (cbaumgart@markleymotors.com) viewed the document on Mobile Safari via iOS from 73.95.19.212.
03/22/2019 17:08 MST	Luke McFetridge (luke@level-re.com) viewed the document on Mobile Safari via iOS from 73.243.131.124.
03/21/2019 16:59 MST	Luke McFetridge (luke@level-re.com) was emailed a link to sign.

<b>TIMESTAMP</b>	<b>AUDIT</b>
03/21/2019 16:59 MST	Rayno Seaser (raynosea@gmail.com) was emailed a link to sign.
03/21/2019 16:59 MST	Steve Taylor (steve@hotcornerconcepts.com) was emailed a link to sign.
03/21/2019 16:59 MST	David Fritzler (david.fritzler@bbva.com) was emailed a link to sign.
03/21/2019 16:59 MST	Mike Dellenbach (rmdellenbach@aol.com) was emailed a link to sign.
03/21/2019 16:59 MST	Spiro Palmer (spalmer@palmerpropertiesco.com) was emailed a link to sign.
03/21/2019 16:59 MST	John Gaffney (jgaffney@albdev.com) was emailed a link to sign.
03/21/2019 16:59 MST	Carrie Baumgart (cbaumgart@markleymotors.com) was emailed a link to sign.
03/21/2019 16:59 MST	Lauren DeRosa (wbufortcollins@gmail.com) was emailed a link to sign.
03/21/2019 16:59 MST	Valerie Briley (valerie@revealbizsolutions.com) created document '2018_short_form_audit_exemption_application_midtown_bid.pdf' on Chrome via Windows from 50.236.54.130.