

## APPLICATION FOR EXEMPTION FROM AUDIT

### LONG FORM

|                    |   |
|--------------------|---|
| NAME OF GOVERNMENT | Dawson Trails Metropolitan District No. 1                           |
| ADDRESS            | 8390 E Crescent Parkway<br>Suite 300<br>Greenwood Village, CO 80111 |
| CONTACT PERSON     | Jason Carroll   |
| PHONE              | 303-779-5710  |
| EMAIL              | Jason.Carroll@claconnect.com  |

For the Year Ended  
12/31/2022  
or fiscal year ended:

## 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:                     | Jason Carroll   |
| TITLE                     | Accountant for the District                                     |
| FIRM NAME (if applicable) | CliftonLarsonAllen LLP  |
| ADDRESS                   | 8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111 |
| PHONE                     | 303-779-5710  |
| DATE PREPARED             | 2/20/2023   |
| RELATIONSHIP TO ENTITY    | CPA Firm providing accounting services to the District          |

### PREPARER (SIGNATURE REQUIRED)

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                                  | If Yes, date filed: |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> |                     |

**PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET**

\* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

Please use this space to provide explanation of any items on this page

| Line #                                 | Description   | Governmental Funds |       | Description   | Proprietary/Fiduciary Funds |       |  |
|--|---|--------------------|-------|---|-----------------------------|-------|--|
|  |   | General Fund       | Fund* |   | Fund*                       | Fund* |  |
| <b>Assets</b>                          |   |                    |       | <b>Assets</b>   |                             |       |  |
| 1-1                                    | Cash & Cash Equivalents   | \$ -               | \$ -  | Cash & Cash Equivalents   | \$ -                        | \$ -  |  |
| 1-2                                    | Investments   | \$ -               | \$ -  | Investments   | \$ -                        | \$ -  |  |
| 1-3                                    | Receivables   | \$ 22              | \$ -  | Receivables   | \$ -                        | \$ -  |  |
| 1-4                                    | Due from Other Entities or Funds  | \$ 193,904         | \$ -  | Due from Other Entities or Funds  | \$ -                        | \$ -  |  |
| 1-5                                    | Property Tax Receivable   | \$ 5,563           | \$ -  | Other Current Assets [specify...]   | \$ -                        | \$ -  |  |
|  | All Other Assets [specify...]   |                    |       |   | \$ -                        | \$ -  |  |
| 1-6                                    | Lease Receivable (as Lessor)  | \$ -               | \$ -  |   | \$ -                        | \$ -  |  |
| 1-7                                    |   | \$ -               | \$ -  | Total Current Assets  | \$ -                        | \$ -  |  |
| 1-8                                    |   | \$ -               | \$ -  | Capital & Right to Use Assets, net (from Part 6-4)  | \$ -                        | \$ -  |  |
| 1-9                                    |   | \$ -               | \$ -  | Other Long Term Assets [specify...]   | \$ -                        | \$ -  |  |
| 1-10                                   |   | \$ -               | \$ -  |   | \$ -                        | \$ -  |  |
| 1-11                                   | (add lines 1-1 through 1-10) <b>TOTAL ASSETS</b>  | \$ 199,489         | \$ -  | (add lines 1-1 through 1-10) <b>TOTAL ASSETS</b>  | \$ -                        | \$ -  |  |
| <b>Deferred Outflows of Resources:</b> |   |                    |       | <b>Deferred Outflows of Resources</b>   |                             |       |  |
| 1-12                                   | [specify...]  | \$ -               | \$ -  | [specify...]  | \$ -                        | \$ -  |  |
| 1-13                                   | [specify...]  | \$ -               | \$ -  | [specify...]  | \$ -                        | \$ -  |  |
| 1-14                                   | (add lines 1-12 through 1-13) <b>TOTAL DEFERRED OUTFLOWS</b>  | \$ -               | \$ -  | (add lines 1-12 through 1-13) <b>TOTAL DEFERRED OUTFLOWS</b>  | \$ -                        | \$ -  |  |
| 1-15                                   | <b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>   | \$ 199,489         | \$ -  | <b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>   | \$ -                        | \$ -  |  |
| <b>Liabilities</b>                     |   |                    |       | <b>Liabilities</b>  |                             |       |  |
| 1-16                                   | Accounts Payable  | \$ 91,917          | \$ -  | Accounts Payable  | \$ -                        | \$ -  |  |
| 1-17                                   | Accrued Payroll and Related Liabilities   | \$ -               | \$ -  | Accrued Payroll and Related Liabilities   | \$ -                        | \$ -  |  |
| 1-18                                   | Unearned Property Tax Revenue   | \$ -               | \$ -  | Accrued Interest Payable  | \$ -                        | \$ -  |  |
| 1-19                                   | Due to Other Entities or Funds  | \$ -               | \$ -  | Due to Other Entities or Funds  | \$ -                        | \$ -  |  |
| 1-20                                   | All Other Current Liabilities   | \$ -               | \$ -  | All Other Current Liabilities   | \$ -                        | \$ -  |  |
| 1-21                                   | (add lines 1-16 through 1-20) <b>TOTAL CURRENT LIABILITIES</b>  | \$ 91,917          | \$ -  | (add lines 1-16 through 1-20) <b>TOTAL CURRENT LIABILITIES</b>  | \$ -                        | \$ -  |  |
| 1-22                                   | All Other Liabilities [specify...]  | \$ -               | \$ -  | Proprietary Debt Outstanding (from Part 4-4)  | \$ -                        | \$ -  |  |
| 1-23                                   |   | \$ -               | \$ -  | Other Liabilities [specify...]:   | \$ -                        | \$ -  |  |
| 1-24                                   |   | \$ -               | \$ -  |   | \$ -                        | \$ -  |  |
| 1-25                                   |   | \$ -               | \$ -  |   | \$ -                        | \$ -  |  |
| 1-26                                   |   | \$ -               | \$ -  |   | \$ -                        | \$ -  |  |
| 1-27                                   | (add lines 1-21 through 1-26) <b>TOTAL LIABILITIES</b>  | \$ 91,917          | \$ -  | (add lines 1-21 through 1-26) <b>TOTAL LIABILITIES</b>  | \$ -                        | \$ -  |  |
| <b>Deferred Inflows of Resources:</b>  |   |                    |       | <b>Deferred Inflows of Resources</b>  |                             |       |  |
| 1-28                                   | Deferred Property Taxes   | \$ 5,563           | \$ -  | Pension/OPEB Related  | \$ -                        | \$ -  |  |
| 1-29                                   | Lease related (as lessor)   | \$ -               | \$ -  | Other [specify...]  | \$ -                        | \$ -  |  |
| 1-30                                   | (add lines 1-28 through 1-29) <b>TOTAL DEFERRED INFLOWS</b>   | \$ 5,563           | \$ -  | (add lines 1-28 through 1-29) <b>TOTAL DEFERRED INFLOWS</b>   | \$ -                        | \$ -  |  |
| <b>Fund Balance</b>                    |   |                    |       | <b>Net Position</b>   |                             |       |  |
| 1-31                                   | Nonspendable Prepaid  | \$ -               | \$ -  | Net Investment in Capital Assets  | \$ -                        | \$ -  |  |
| 1-32                                   | Nonspendable Inventory  | \$ -               | \$ -  |   |                             |       |  |
| 1-33                                   | Restricted [specify...]   | \$ -               | \$ -  | Emergency Reserves  | \$ -                        | \$ -  |  |
| 1-34                                   | Committed [specify...]  | \$ -               | \$ -  | Other Designations/Reserves   | \$ -                        | \$ -  |  |
| 1-35                                   | Assigned [specify...]   | \$ -               | \$ -  | Restricted  | \$ -                        | \$ -  |  |
| 1-36                                   | Unassigned:   | \$ 102,009         | \$ -  | Undesignated/Unreserved/Unrestricted  | \$ -                        | \$ -  |  |
| 1-37                                   | Add lines 1-31 through 1-36<br>This total should be the same as line 3-33<br><b>TOTAL FUND BALANCE</b>                                      | \$ 102,009         | \$ -  | Add lines 1-31 through 1-36<br>This total should be the same as line 3-33<br><b>TOTAL NET POSITION</b>                                      | \$ -                        | \$ -  |  |
| 1-38                                   | Add lines 1-27, 1-30 and 1-37<br>This total should be the same as line 1-15<br><b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE</b> | \$ 199,489         | \$ -  | Add lines 1-27, 1-30 and 1-37<br>This total should be the same as line 1-15<br><b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION</b> | \$ -                        | \$ -  |  |

**PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES**

| Line #                         | Description   | Governmental Funds |       | Description   | Proprietary/Fiduciary Funds |       |                     |  |
|--------------------------------|---|--------------------|-------|---|-----------------------------|-------|---------------------|--|
|                                |   | General Fund       | Fund* |   | Fund*                       | Fund* |                     |  |
| <b>Tax Revenue</b>             |   |                    |       | <b>Tax Revenue</b>  |                             |       |                     | Please use this space to provide explanation of any items on this page |
| 2-1                            | Property [include mills levied in Question 10-6]                              | \$ 3,434           | \$ -  | Property [include mills levied in Question 10-6]                              | \$ -                        | \$ -  |                     |  |
| 2-2                            | Specific Ownership  | \$ 304             | \$ -  | Specific Ownership  | \$ -                        | \$ -  |                     |  |
| 2-3                            | Sales and Use Tax   | \$ -               | \$ -  | Sales and Use Tax   | \$ -                        | \$ -  |                     |  |
| 2-4                            | Other Tax Revenue [specify...]:   | \$ -               | \$ -  | Other Tax Revenue [specify...]:   | \$ -                        | \$ -  |                     |  |
| 2-5                            |   | \$ -               | \$ -  |   | \$ -                        | \$ -  |                     |  |
| 2-6                            |   | \$ -               | \$ -  |   | \$ -                        | \$ -  |                     |  |
| 2-7                            |   | \$ -               | \$ -  |   | \$ -                        | \$ -  |                     |  |
| 2-8                            | <b>Add lines 2-1 through 2-7<br/>TOTAL TAX REVENUE</b>                        | \$ 3,738           | \$ -  | <b>Add lines 2-1 through 2-7<br/>TOTAL TAX REVENUE</b>                        | \$ -                        | \$ -  |                     |  |
| 2-9                            | Licenses and Permits  | \$ -               | \$ -  | Licenses and Permits  | \$ -                        | \$ -  |                     |  |
| 2-10                           | Highway Users Tax Funds (HUTF)  | \$ -               | \$ -  | Highway Users Tax Funds (HUTF)  | \$ -                        | \$ -  |                     |  |
| 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  | \$ 14              | \$ -  | 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...]: Billboard Revenue                                     | \$ 24,122          | \$ -  | All Other [specify...]:   | \$ -                        | \$ -  |                     |  |
| 2-23                           | Intergovernmental Transfers   | \$ 207,270         | \$ -  |   | \$ -                        | \$ -  |                     |  |
| 2-24                           | <b>Add lines 2-8 through 2-23<br/>TOTAL REVENUES</b>                          | \$ 235,144         | \$ -  | <b>Add lines 2-8 through 2-23<br/>TOTAL REVENUES</b>                          | \$ -                        | \$ -  |                     |  |
| <b>Other Financing Sources</b> |   |                    |       | <b>Other Financing Sources</b>  |                             |       |                     |  |
| 2-25                           | Debt Proceeds   | \$ -               | \$ -  | Debt Proceeds   | \$ -                        | \$ -  |                     |  |
| 2-26                           | Lease Proceeds  | \$ -               | \$ -  | Lease Proceeds  | \$ -                        | \$ -  |                     |  |
| 2-27                           | Developer Advances  | \$ -               | \$ -  | Developer Advances  | \$ -                        | \$ -  |                     |  |
| 2-28                           | Other [specify...]:   | \$ -               | \$ -  | Other [specify...]:   | \$ -                        | \$ -  |                     |  |
| 2-29                           | <b>Add lines 2-25 through 2-28<br/>TOTAL OTHER FINANCING SOURCES</b>          | \$ -               | \$ -  | <b>Add lines 2-25 through 2-28<br/>TOTAL OTHER FINANCING SOURCES</b>          | \$ -                        | \$ -  |                     |  |
| 2-30                           | <b>Add lines 2-24 and 2-29<br/>TOTAL REVENUES AND OTHER FINANCING SOURCES</b> | \$ 235,144         | \$ -  | <b>Add lines 2-24 and 2-29<br/>TOTAL REVENUES AND OTHER FINANCING SOURCES</b> | \$ -                        | \$ -  | <b>GRAND TOTALS</b> |  |
|                                |   |                    |       |   |                             |       | <b>\$ 235,144</b>   |  |

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.

**PART 3 - FINANCIAL STATEMENTS - OPERATING STATEMENT - EXPENDITURES/EXPENSES**

| Line #              | Description  | Governmental Funds |       | Description   | Proprietary/Fiduciary Funds |       | Please use this space to provide explanation of any items on this page |
|---------------------|--|--------------------|-------|---|-----------------------------|-------|--|
|                     |  | General Fund       | Fund* |   | Fund*                       | Fund* |  |
| <b>Expenditures</b> |  |                    |       | <b>Expenses</b>   |                             |       |  |
| 3-1                 | General Government   | \$ 133,136         | \$ -  | General Operating & Administrative  | \$ -                        | \$ -  |  |
| 3-2                 | Judicial   | \$ -               | \$ -  | Salaries  | \$ -                        | \$ -  |  |
| 3-3                 | Law Enforcement  | \$ -               | \$ -  | Payroll Taxes   | \$ -                        | \$ -  |  |
| 3-4                 | Fire   | \$ -               | \$ -  | Contract Services   | \$ -                        | \$ -  |  |
| 3-5                 | Highways & Streets   | \$ -               | \$ -  | Employee Benefits   | \$ -                        | \$ -  |  |
| 3-6                 | Solid Waste  | \$ -               | \$ -  | Insurance   | \$ -                        | \$ -  |  |
| 3-7                 | Contributions to Fire & Police Pension Assoc.  | \$ -               | \$ -  | Accounting and Legal Fees   | \$ -                        | \$ -  |  |
| 3-8                 | Health   | \$ -               | \$ -  | Repair and Maintenance  | \$ -                        | \$ -  |  |
| 3-9                 | Culture and Recreation   | \$ -               | \$ -  | Supplies  | \$ -                        | \$ -  |  |
| 3-10                | Transfers to other districts   | \$ -               | \$ -  | Utilities   | \$ -                        | \$ -  |  |
| 3-11                | Other [specify...]:  | \$ -               | \$ -  | Contributions to Fire & Police Pension Assoc.   | \$ -                        | \$ -  |  |
| 3-12                |  | \$ -               | \$ -  | Other [specify...]  | \$ -                        | \$ -  |  |
| 3-13                |  | \$ -               | \$ -  |   | \$ -                        | \$ -  |  |
| 3-14                | Capital Outlay   | \$ -               | \$ -  | Capital Outlay  | \$ -                        | \$ -  |  |
|                     | Debt Service   |                    |       | Debt Service  |                             |       |  |
| 3-15                | Principal (should match amount in 4-4)   | \$ -               | \$ -  | Principal (should match amount in 4-4)  | \$ -                        | \$ -  |  |
| 3-16                | Interest   | \$ -               | \$ -  | Interest  | \$ -                        | \$ -  |  |
| 3-17                | Bond Issuance Costs  | \$ -               | \$ -  | Bond Issuance Costs   | \$ -                        | \$ -  |  |
| 3-18                | Developer Principal Repayments   | \$ -               | \$ -  | Developer Principal Repayments  | \$ -                        | \$ -  |  |
| 3-19                | Developer Interest Repayments  | \$ -               | \$ -  | Developer Interest Repayments   | \$ -                        | \$ -  |  |
| 3-20                | All Other [specify...]:  | \$ -               | \$ -  | All Other [specify...]:   | \$ -                        | \$ -  |  |
| 3-21                |  | \$ -               | \$ -  |   | \$ -                        | \$ -  |  |
| 3-22                | <b>Add lines 3-1 through 3-21</b>  | \$ 133,136         | \$ -  | <b>Add lines 3-1 through 3-21</b>   | \$ -                        | \$ -  | <b>GRAND TOTAL</b>   |
|                     | <b>TOTAL EXPENDITURES</b>  |                    |       | <b>TOTAL EXPENSES</b>   |                             |       | <b>\$ 133,136</b>  |
| 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/Amortization   | \$ -                        | \$ -  |  |
| 3-26                |  | \$ -               | \$ -  | Other Financing Sources (Uses) (from line 2-28)   | \$ -                        | \$ -  |  |
| 3-27                |  | \$ -               | \$ -  | Capital Outlay (from line 3-14)   | \$ -                        | \$ -  |  |
| 3-28                |  | \$ -               | \$ -  | Debt Principal (from line 3-15, 3-18)   | \$ -                        | \$ -  |  |
| 3-29                | <b>(Add lines 3-23 through 3-28)</b>   |                    |       | <b>(Line 3-27, plus line 3-28, less line 3-26, less line 3-25, plus line 3-24) TOTAL GAAP RECONCILING ITEMS</b> | \$ -                        | \$ -  |  |
|                     | <b>TOTAL TRANSFERS AND OTHER EXPENDITURES</b>  | \$ -               | \$ -  |   |                             |       |  |
| 3-30                | Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures<br>Line 2-29, less line 3-22, less line 3-29 | \$ 102,008         | \$ -  | Net Increase (Decrease) in Net Position<br>Line 2-29, less line 3-22, plus line 3-29, less line 3-23            | \$ -                        | \$ -  |  |
| 3-31                | Fund Balance, January 1 from December 31 prior year report   | \$ -               | \$ -  | Net Position, January 1 from December 31 prior year report  | \$ -                        | \$ -  |  |
| 3-32                | Prior Period Adjustment (MUST explain)   | \$ -               | \$ -  | Prior Period Adjustment (MUST explain)  | \$ -                        | \$ -  |  |
| 3-33                | Fund Balance, December 31<br>Sum of Lines 3-30, 3-31, and 3-32<br>This total should be the same as line 1-37.                      | \$ 102,008         | \$ -  | Net Position, December 31<br>Sum of Lines 3-30, 3-31, and 3-32<br>This total should be the same as line 1-37.   | \$ -                        | \$ -  |  |

**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.**

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

Please answer the following questions by marking the appropriate boxes.

YES                      NO

Please use this space to provide any explanations or comments:

|     |  |  |                                     |                            |
|-----|--|--|-------------------------------------|----------------------------|
| 4-1 | Does the entity have outstanding debt?   | <input type="checkbox"/>                 | <input checked="" type="checkbox"/> |                            |
| 4-2 | Is the debt repayment schedule attached? If no, MUST explain:  | <input type="checkbox"/>                 | <input checked="" type="checkbox"/> |                            |
|     | <input style="width: 450px;" type="text" value="N/A"/>   |  |                                     |                            |
| 4-3 | Is the entity current in its debt service payments? If no, MUST explain:                                   | <input type="checkbox"/>                 | <input checked="" type="checkbox"/> |                            |
|     | <input style="width: 450px;" type="text" value="N/A"/>   |  |                                     |                            |
| 4-4 | <b>Please complete the following debt schedule, if applicable: (please only include principal amounts)</b> |  |                                     |                            |
|     |  | <b>Outstanding at beginning of year*</b> | <b>Issued during year</b>           | <b>Retired during year</b> |
|     | General obligation bonds   | \$ -                                     | \$ -                                | \$ -                       |
|     | Revenue bonds  | \$ -                                     | \$ -                                | \$ -                       |
|     | Notes/Loans  | \$ -                                     | \$ -                                | \$ -                       |
|     | Lease Liabilities  | \$ -                                     | \$ -                                | \$ -                       |
|     | Developer Advances   | \$ -                                     | \$ -                                | \$ -                       |
|     | Other (specify):   | \$ -                                     | \$ -                                | \$ -                       |
|     | <b>TOTAL</b>   | <b>\$ -</b>                              | <b>\$ -</b>                         | <b>\$ -</b>                |

\*must agree to prior year ending balance

Please answer the following questions by marking the appropriate boxes.

YES                      NO

|         |   |                                     |                                     |  |
|---------|---|-------------------------------------|-------------------------------------|--|
| 4-5     | Does the entity have any authorized, but unissued, debt [Section 29-1-605(2) C.R.S.]? | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |  |
| If yes: | How much?   | \$ 39,650,000                       |                                     |  |
|         | Date the debt was authorized:   | 5/2/2000                            |                                     |  |
| 4-6     | Does the entity intend to issue debt within the next calendar year?                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  |
| If yes: | How much?   | \$ -                                |                                     |  |
| 4-7     | Does the entity have debt that has been refinanced that it is still responsible for?  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  |
| If yes: | What is the amount outstanding?   | \$ -                                |                                     |  |
| 4-8     | Does the entity have any lease agreements?  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  |
| 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?   | <input type="checkbox"/>            | <input type="checkbox"/>            |  |
|         | What are the annual lease payments?   | \$ -                                |                                     |  |

## PART 5 - CASH AND INVESTMENTS

Please provide the entity's cash deposit and investment balances.

AMOUNT                      TOTAL

Please use this space to provide any explanations or comments:

|     |  |      |      |  |
|-----|--|------|------|--|
| 5-1 | YEAR-END Total of ALL Checking and Savings accounts                                      | \$ - |      |  |
| 5-2 | Certificates of deposit  | \$ - |      |  |
|     | <b>TOTAL CASH DEPOSITS</b>   |      | \$ - |  |
|     | <b>Investments (if investment is a mutual fund, please list underlying investments):</b> |      |      |  |
|     |  | \$ - |      |  |
|     |  | \$ - |      |  |
| 5-3 |  | \$ - |      |  |
|     |  | \$ - |      |  |
|     | <b>TOTAL INVESTMENTS</b>   |      | \$ - |  |
|     | <b>TOTAL CASH AND INVESTMENTS</b>  |      | \$ - |  |

Please answer the following question by marking in the appropriate box

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.)? If no, MUST explain: | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
|     | <input style="width: 450px;" type="text"/>   |                          |                          |                                     |

**PART 6 - CAPITAL AND RIGHT-TO-USE ASSETS**

Please answer the following question by marking in the appropriate box YES NO Please use this space to provide any explanations or comments:

- 6-1 Does the entity have capitalized 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

N/A

6-3 Complete the following Capital & Right-To-Use Assets table for GOVERNMENTAL FUNDS:

|  | Balance - beginning of the year <sup>1</sup> | Additions <sup>2</sup> | Deletions   | Year-End Balance |
|--|--|------------------------|-------------|------------------|
| Land   | \$ -   | \$ -                   | \$ -        | \$ -             |
| Buildings  | \$ -   | \$ -                   | \$ -        | \$ -             |
| Machinery and equipment  | \$ -   | \$ -                   | \$ -        | \$ -             |
| Furniture and fixtures   | \$ -   | \$ -                   | \$ -        | \$ -             |
| Infrastructure   | \$ -   | \$ -                   | \$ -        | \$ -             |
| Construction In Progress (CIP)   | \$ -   | \$ -                   | \$ -        | \$ -             |
| Leased Right-to-Use Assets   | \$ -   | \$ -                   | \$ -        | \$ -             |
| Intangible Assets  | \$ -   | \$ -                   | \$ -        | \$ -             |
| Other (explain):   | \$ -   | \$ -                   | \$ -        | \$ -             |
| Accumulated Amortization Right to Use Leased Assets (Enter a negative, or credit, balance) | \$ -   | \$ -                   | \$ -        | \$ -             |
| Accumulated Depreciation (Enter a negative, or credit, balance)                            | \$ -   | \$ -                   | \$ -        | \$ -             |
| <b>TOTAL</b>   | <b>\$ -</b>                                  | <b>\$ -</b>            | <b>\$ -</b> | <b>\$ -</b>      |

6-4 Complete the following Capital & Right-To-Use Assets table for PROPRIETARY FUNDS:

|  | Balance - beginning of the year* | Additions   | Deletions   | Year-End Balance |
|--|----------------------------------|-------------|-------------|------------------|
| Land   | \$ -                             | \$ -        | \$ -        | \$ -             |
| Buildings  | \$ -                             | \$ -        | \$ -        | \$ -             |
| Machinery and equipment  | \$ -                             | \$ -        | \$ -        | \$ -             |
| Furniture and fixtures   | \$ -                             | \$ -        | \$ -        | \$ -             |
| Infrastructure   | \$ -                             | \$ -        | \$ -        | \$ -             |
| Construction In Progress (CIP)   | \$ -                             | \$ -        | \$ -        | \$ -             |
| Leased Right-to-Use Assets   | \$ -                             | \$ -        | \$ -        | \$ -             |
| Intangible Assets  | \$ -                             | \$ -        | \$ -        | \$ -             |
| Other (explain):   | \$ -                             | \$ -        | \$ -        | \$ -             |
| Accumulated Amortization Right to Use Leased Assets (Enter a negative, or credit, balance) | \$ -                             | \$ -        | \$ -        | \$ -             |
| Accumulated Depreciation (Enter a negative, or credit, balance)                            | \$ -                             | \$ -        | \$ -        | \$ -             |
| <b>TOTAL</b>   | <b>\$ -</b>                      | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b>      |

\* Must agree to prior year-end balance  
 - Generally capital asset additions should be reported at capital outlay on line 3-14 and capitalized in accordance with the government's capitalization policy. Please explain any discrepancy

**PART 7 - PENSION INFORMATION**

\* YES NO Please use this space to provide any explanations or comments:

- 7-1 Does the entity have an "old hire" firefighters' pension plan?  YES  NO
- 7-2 Does the entity have a volunteer firefighters' pension plan?  YES  NO

If yes: Who administers the plan?  YES  NO

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 1? | \$ -        |

### PART 8 - BUDGET INFORMATION

| 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 Section 29-1-113 C.R.S.? If no, MUST explain: | <input checked="" type="checkbox"/> | <input type="checkbox"/>     | <input type="checkbox"/> |  |  |      |  |      |  |      |  |  |  |  |
| 8-2   | Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:                                | <input checked="" type="checkbox"/> | <input type="checkbox"/>     | <input type="checkbox"/> |  |  |      |  |      |  |      |  |  |  |  |
| If yes:   | Please indicate the amount appropriated for each fund separately for the year reported   |                                     |                              |                          |  |  |      |  |      |  |      |  |  |  |  |
| <table border="1" style="width: 100%; border-collapse: collapse; margin: 0 auto;"> <thead> <tr style="background-color: #cccccc;"> <th style="text-align: left; padding: 5px;">Governmental/Proprietary Fund Name</th> <th style="text-align: right; padding: 5px;">Total Appropriations By Fund</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Amended General Fund</td> <td style="text-align: right; padding: 5px;">\$ 200,000</td> </tr> <tr> <td style="padding: 5px;"> </td> <td style="text-align: right; padding: 5px;">\$ -</td> </tr> <tr> <td style="padding: 5px;"> </td> <td style="text-align: right; padding: 5px;">\$ -</td> </tr> <tr> <td style="padding: 5px;"> </td> <td style="text-align: right; padding: 5px;">\$ -</td> </tr> </tbody> </table> |  | Governmental/Proprietary Fund Name  | Total Appropriations By Fund | Amended General Fund     | \$ 200,000   |  | \$ - |  | \$ - |  | \$ - |  |  |  |  |
| Governmental/Proprietary Fund Name  | Total Appropriations By Fund   |                                     |                              |                          |  |  |      |  |      |  |      |  |  |  |  |
| Amended General Fund  | \$ 200,000   |                                     |                              |                          |  |  |      |  |      |  |      |  |  |  |  |
|   | \$ -   |                                     |                              |                          |  |  |      |  |      |  |      |  |  |  |  |
|   | \$ -   |                                     |                              |                          |  |  |      |  |      |  |      |  |  |  |  |
|   | \$ -   |                                     |                              |                          |  |  |      |  |      |  |      |  |  |  |  |

### PART 9 - TAX PAYER'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(5)]? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |  |
| <small>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.</small> |  |                                     |                          |  |

### PART 10 - GENERAL INFORMATION

| 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?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  |        |                    |               |  |  |
| If yes:   | Date of formation: <input style="width: 150px; height: 30px;" type="text"/>   |                                     |                                     |  |        |                    |               |  |  |
| 10-2  | Has the entity changed its name in the past or current year?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |  |        |                    |               |  |  |
| If Yes:   | <b>NEW name</b> <input style="width: 400px;" type="text" value="Dawson Trails Metropolitan District No. 1"/><br><b>PRIOR name</b> <input style="width: 400px;" type="text" value="Dawson Ridge Metropolitan District No. 1"/> |                                     |                                     |  |        |                    |               |  |  |
| 10-3  | Is the entity a metropolitan district?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |  |        |                    |               |  |  |
| 10-4  | Please indicate what services the entity provides:  |                                     |                                     |  |        |                    |               |  |  |
| <input style="width: 450px;" type="text" value="Water, sewer, sanitation, drainage, streets, traffic &amp; safety controls, transportation, parks &amp; rec"/>  |   |                                     |                                     |  |        |                    |               |  |  |
| 10-5  | Does the entity have an agreement with another government to provide services?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |  |        |                    |               |  |  |
| If yes:   | List the name of the other governmental entity and the services provided:   |                                     |                                     |  |        |                    |               |  |  |
| <input style="width: 450px;" type="text" value="All services are provided by Dawson Trails Metropolitan District No. 1 for Dawson Trails Metropolitan District Nos. 2-7"/>  |   |                                     |                                     |  |        |                    |               |  |  |
| 10-6  | Does the entity have a certified mill levy?   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |  |        |                    |               |  |  |
| If yes:   | Please provide the number of <u>mills</u> levied for the year reported (do not enter \$ amounts):   |                                     |                                     |  |        |                    |               |  |  |
| <table border="1" style="width: 100%; border-collapse: collapse; margin: 0 auto;"> <tbody> <tr> <td style="padding: 5px;">Bond Redemption mills</td> <td style="text-align: right; padding: 5px;">0.000</td> </tr> <tr> <td style="padding: 5px;">General/Other mills</td> <td style="text-align: right; padding: 5px;">45.000</td> </tr> <tr style="background-color: #0056b3; color: white;"> <td style="padding: 5px;"><b>Total mills</b></td> <td style="text-align: right; padding: 5px;"><b>45.000</b></td> </tr> </tbody> </table> |   | Bond Redemption mills               | 0.000                               | General/Other mills  | 45.000 | <b>Total mills</b> | <b>45.000</b> |  |  |
| Bond Redemption mills   | 0.000   |                                     |                                     |  |        |                    |               |  |  |
| General/Other mills   | 45.000  |                                     |                                     |  |        |                    |               |  |  |
| <b>Total mills</b>  | <b>45.000</b>   |                                     |                                     |  |        |                    |               |  |  |

Please use this space to provide any additional explanations or comments not previously included:

## OSA USE ONLY

| Entity Wide:                    |    | General Fund |                            | Governmental Funds |                              | Notes         |
|---------------------------------|----|--------------|----------------------------|--------------------|------------------------------|---------------|
| Unrestricted Cash & Investments | \$ | -            | Unrestricted Fund Balan \$ | 102,009            | Total Tax Revenue            | \$ 3,738      |
| Current Liabilities             | \$ | 91,917       | Total Fund Balance \$      | 102,009            | Revenue Paying Debt Service  | \$ -          |
| Deferred Inflow                 | \$ | 5,563        | PY Fund Balance \$         | -                  | Total Revenue                | \$ 235,144    |
|                                 |    |              | Total Revenue \$           | 235,144            | Total Debt Service Principal | \$ -          |
|                                 |    |              | Total Expenditures \$      | 133,136            | Total Debt Service Interest  | \$ -          |
|                                 |    |              | Interfund In \$            | -                  |                              |               |
|                                 |    |              | Interfund Out \$           | -                  |                              |               |
| <b>Governmental</b>             |    |              | <b>Proprietary</b>         |                    | <b>Enterprise Funds</b>      |               |
| Total Cash & Investments        | \$ | -            | Current Assets \$          |                    | Net Position                 | \$ -          |
| Transfers In                    | \$ |              | Deferred Outflow \$        | 3,434              | PY Net Position              | \$ -          |
| Transfers Out                   | \$ |              | Current Liabilities \$     |                    | <b>Government-Wide</b>       |               |
| Property Tax                    | \$ |              | Deferred Inflow \$         |                    | Total Outstanding Debt       | \$ -          |
| Debt Service Principal          | \$ |              | Cash & Investments \$      |                    | Authorized but Unissued      | \$ 39,650,000 |
| Total Expenditures              | \$ | 133,136      | Principal Expense \$       |                    | Year Authorized              | 5/2/2000      |
| Total Developer Advances        | \$ |              |                            |                    |                              |               |
| Total Developer Repayments      | \$ |              |                            |                    |                              |               |

## 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?



### 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, the 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 **ALL** members of the governing body below.

A **MAJORITY** of the members of the governing body must complete and sign in the column below.

|   | 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.   |
|---|-------------------------|---|
| 1 | Lawrence P. Jacobson    | Signed <u>Lawrence P. Jacobson</u> Date: <u>2/26/2023</u><br>My term Expires: <u>May 2023</u>   |
| 2 | Jeffrey Jacob Schroeder | Signed _____ Date: _____<br>My term Expires: <u>May 2023</u>  |
| 3 | Andrew Klein            | Signed <u>Andrew Klein</u> Date: <u>2/25/2023</u><br>My term Expires: <u>May 2023</u>   |
| 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.<br>Signed _____ Date: _____<br>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.<br>Signed _____ Date: _____<br>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.<br>Signed _____ Date: _____<br>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.<br>Signed _____ Date: _____<br>My term Expires: _____ |



**CliftonLarsonAllen LLP**  
8390 East Crescent Pkwy., Suite 300  
Greenwood Village, CO 80111

phone 303-779-5710 fax 303-779-0348  
**CLAconnect.com**

## **Accountant's Compilation Report**

Board of Directors  
Dawson Trails Metropolitan District No. 1  
Douglas County, Colorado

Management is responsible for the accompanying Application for Exemption from Audit of Dawson Trails Metropolitan District No. 1 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 Dawson Trails Metropolitan District No. 1.

A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The signature is written in a cursive, flowing style.

Greenwood Village, Colorado  
February 20, 2023

**Certificate Of Completion**

|   |                            |
|---|----------------------------|
| Envelope Id: 2DCD732845174F67A1ABE7989DC29884                     | Status: Completed          |
| Subject: Complete with DocuSign: DTMD1 - 2022 Audit Exemption.pdf |                            |
| Client Name: Dawson Trails Metropolitan District No. 1            |                            |
| Client Number: A566488  |                            |
| Source Envelope:  |                            |
| Document Pages: 10  | Signatures: 2              |
| Certificate Pages: 5  | Initials: 0                |
| AutoNav: Enabled  | Envelope Originator:       |
| Enveloped Stamping: Enabled                                       | CJ Cook                    |
| Time Zone: (UTC-06:00) Central Time (US & Canada)                 | 220 S 6th St Ste 300       |
|   | Minneapolis, MN 55402-1418 |
|   | cj.cook@claconnect.com     |
|   | IP Address: 50.169.146.162 |

**Record Tracking**

|                      |                        |                    |
|----------------------|------------------------|--------------------|
| Status: Original     | Holder: CJ Cook        | Location: DocuSign |
| 2/24/2023 4:01:44 PM | cj.cook@claconnect.com |                    |

**Signer Events**

Andrew Klein  
 aklein@westsideinv.com  
 Mgr  
 Security Level: Email, Account Authentication (None)

**Signature**


DocuSigned by:  
  
 0024E3CF233C40A...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 174.205.103.175  
 Signed using mobile

**Timestamp**

Sent: 2/24/2023 4:09:48 PM  
 Viewed: 2/25/2023 12:34:44 PM  
 Signed: 2/25/2023 12:34:53 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 2/25/2023 12:34:44 PM  
 ID: ce0f9593-9c01-47ba-aede-5e7f95dab22f

Lawrence P. Jacobson  
 ljacobson@westsideinv.com  
 President  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 187C9EFDAF954FD...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 97.122.160.220

Sent: 2/24/2023 4:09:47 PM  
 Viewed: 2/26/2023 11:07:46 AM  
 Signed: 2/26/2023 11:07:59 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 2/26/2023 11:07:46 AM  
 ID: 3c6648c0-e81e-4479-ad05-24f5c06eceed

| 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 |

| <b>Envelope Summary Events</b> | <b>Status</b>    | <b>Timestamps</b>     |
|--------------------------------|------------------|-----------------------|
| Envelope Sent                  | Hashed/Encrypted | 2/24/2023 4:09:49 PM  |
| Envelope Updated               | Security Checked | 2/27/2023 9:16:08 AM  |
| Certified Delivered            | Security Checked | 2/26/2023 11:07:46 AM |
| Signing Complete               | Security Checked | 2/26/2023 11:07:59 AM |
| Completed                      | Security Checked | 2/27/2023 9:16:08 AM  |

| <b>Payment Events</b> | <b>Status</b> | <b>Timestamps</b> |
|-----------------------|---------------|-------------------|
|-----------------------|---------------|-------------------|

| <b>Electronic Record and Signature Disclosure</b> |
|---|
|---|

## **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](mailto: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](mailto: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](mailto: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](mailto: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.