



Proposal for
Columbia Community Land Trust
Review and Audit Services

Proposal #HKA1155-v2

| CREATED BY | CREATED FOR |
|-----------------------------|---------------------------|
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| | |

"I have been a client of Hawk Kruse & Associates for about 25 years. I have used the firm for my income taxes and also for advise on my personal finances. The services I have received uniformly have been superb. The people of Hawk Kruse are first-class professionals. I also have found the members of the staff to be personable, always available and accommodating, and dedicated to serving the client. I would recommend Hawk Kruse to anyone."

Bob Virgil

Client of Hawk Kruse & Associates

VALUES

OUTTA THE BOX

HONOR

OUTRAGEOUS FUN

ADVOCACY



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INTRODUCTION

Dear Darcie and Board Members of the Columbia Community Land Trust,

Thank you for considering Hawk Kruse & Associates in your request for proposals. As a small business that seeks to create rich relationships with both our clients and the Columbia Community, we look forward to this opportunity to serve you. In this proposal, please find fees for a review to take place in 2020 followed by an audit to take place in 2021. In order perform both efficiently, we will need the following information:

1. Access to a backup of your Quickbooks accounting records;
2. Access to your banking and financial advisors for questions;
3. Addresses for the physical locations of your land;
 1. Dates of the last appraisals;
 2. Records of all contributions \$25 and above;
 3. Names and addresses of board members.

Darcie mentioned in her e-mail that the ideal timeline for 2019 review would be within the first six months of the year. We believe that we would be able to begin in May and be finished by June 1, 2020 if all of the requested information may be obtained quickly and assuming that it is in good order.

Please do not hesitate to contact us with any questions. We appreciate the opportunity to serve you.

Sincerely,
Hawk Kruse & Associates

“Hawk Kruse & Associates builds rich relationships to offer solutions for those who desire to grow.”

Bill Kruse

Managing Partner, Hawk Kruse & Associates

FEES

This section outlines the services, included in this proposal and the fees associated with those services. For a full breakdown of what each of these services includes, please check out the OUR SERVICES EXPLAINED section of this Proposal.

One-Off Costs

| SERVICES | COSTS \$ |
|------------------|-------------|
| Assurance | |
| Review | 5,000.00 |
| Audit | 5,000.00 |
| Total | 10,000.00 |

THE SERVICES YOU HAVE SELECTED

Here is a full explanation of ALL the services we provide. Only the ones, which are listed in the FEE SECTION of this Proposal, are the ones which apply to you, but we thought you'd like a reminder of everything we have to offer your business now, and in the future.

ASSURANCE

Review

The objective of our review is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you, and obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

We will issue a written report upon completion of the reviewed financial statements and answer any questions you might have. This fee includes a presentation of the review to your board of directors and answers to any questions during the presentation.

Audit

We will audit the financial statements of your company, which comprise the statement(s) of financial position as of 12/31/20, the related statements of activities, functional expenses, and cash flows OR activities and cash flows for the then ended period, and the related notes to the financial statements.

This fee includes a presentation of the audit to your board of directors and answers to any questions during the presentation.