



1 February 2019

Dear Species360 Board of Trustees:

Our auditors, CliftonLarsonAllen LLP, are conducting an audit of our financial statements as of December 31, 2018, and for the year then ended. Annually, we request that you please furnish the information requested on the following pages. The questionnaire is designed to provide our auditors with information about the interests of officers, governing board members, and other related parties in transactions with the Organization. The questionnaire is also designed to provide required information for the Organization's Form 990.

Related parties may include members of the governing board (such as the board of directors, trustees, or president) and management and their immediate families; significant contributors; fund-raising organizations; employee benefit trusts; and certain separate entities (such as sister organizations or national and local affiliates).

Please answer all questions. If the answer to any question is "Yes," please explain and provide the name, address, and phone number of the related party, if any, in the space provided. You will be asked to "electronically sign" at the end of the questionnaire.

We would appreciate you completing the survey by Thursday, 28 February 2019. We sincerely appreciate your timely cooperation with this request.

Very truly yours,

Keith D. Olson
Director of Finance
Species360

1. Have you or any related party of yours had any interest, direct or indirect, in any of the following transactions since January 1, 2018 to which Species360 was, or is to be, a party?

a.) Sale, purchase, exchange, or leasing of property?

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

b.) Receiving or furnishing of goods, services, or facilities, including grants?

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

c.) Transfer or receipt of compensation, fringe benefits, or income or assets?

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

d.) Maintenance of bank balances as compensating balances for the benefit of another?

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

e.) Any traditional investments and/or alternative investments made by the Organization? (Please disclose any interest, direct or indirect, in any investment made by the Organization or with any investment advisor.)

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

f.) Other transactions?

No

Yes

If the answer to the question is "yes", please detail the transaction AND identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

2. Do you or any related party of yours have any interest, direct or indirect, in any of the following pending or incomplete transactions to which Species360 is, or is to be, a party?

a.) Sale, purchase, exchange, or leasing of property?

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

b.) Receiving or furnishing of goods, services, or facilities, including grants?

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

c.) Transfer or receipt of compensation, fringe benefits, or income or assets?

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

d.) Maintenance of bank balances as compensating balances for the benefit of another?

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

e.) Any traditional investments and/or alternative investments made by the Organization? (Please disclose any interest, direct or indirect, in any investment made by the Organization or with any investment advisor.)

No

Yes

If the answer to the question is "yes", please identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

f.) Other transactions?

No

Yes

If the answer to the question is "yes", please detail the transaction AND identify all of the entities and individuals involved by name, as well as their address, phone number, and email address.

3. Have you or any related party of yours been indebted to or had a receivable from the Species360 at any time since January 1, 2018?

No

Yes

If yes, please identify the related party and describe the events or circumstances that gave rise to the indebtedness or receivable. Please exclude amounts due for ordinary travel and expense advances.

4. Do you know of any related party or any other person or entity that has misappropriated assets or committed other forms of fraud against the Organization?

No

Yes

If yes, please identify the related party or person and describe the transaction.

5. Do you know of any person or organization that should be receiving this questionnaire?

No

Yes

If yes, please identify the related party or person.

6. Have you or any related party of yours had any interest, direct or indirect, in any transactions since January 1, 2018, or in any pending or incomplete transactions, to which any pension, retirement, savings, or similar plan provided by Species360 was, or is to be, a party?

No

Yes

If yes, please identify the related party or person and describe the transaction. Do not include payments to a plan or payments by the Plan made pursuant to the terms of the Plan.

7. Do you receive compensation, or are you owed monies or compensation, from any other organization, whether tax-exempt or taxable, that are related to this Organization through common supervision or common control?

No

Yes

If yes, please identify the related party or person and describe the transaction.

ELECTRONIC SIGNATURE PAGE

The answers to the foregoing questions are correctly stated to the best of my knowledge and belief.

Signature

Name

Date

Date