

APPENDIX A

INTEREST RATE AGREEMENT INFORMATION SHEET

General Information [Guidelines, Sections II, III-A and IV-J]

Name of Governmental Entity: _____

Name of Governing Body (if different): _____

If Governmental Entity is Borrower or Lessee of a Conduit Issuer to Which this Agreement Relates, name of Conduit Issuer: _____

Address: _____

Website: _____

Name of Chief Executive Officer of Governmental Entity: _____

Mailing Address: _____

E-mail Address: _____

Phone: _____

Fax: _____

Name of Chief Financial Officer (if designated by CEO as contact): _____

Phone number: _____

E-mail address: _____

Name of Swap Advisor: _____

Name of Financial Advisor: _____

Name of Bond Counsel: _____

Name of Swap Counsel: _____

Indebtedness of Governmental Entity:

Amount Currently Outstanding (as of __/__/20__): _____

Amount to be Issued: _____

TOTAL: _____

Authorizing Statute for Interest Rate Agreement [Guidelines, Section III-C]

- o Section 7-34-109 Municipal Utilities
- o Section 7-39-305 Energy Acquisition Corporations
- o Section 7-82-502 Utility Districts
- o Section 9-21-213 General Obligation bonds and Citizens Bonds
- o Section 9-21-305 Revenue Bonds
- o Section 9-21-602 Capital Outlay Notes
- o Section 9-21-907 General Obligation Refunding Bonds

- o Section 9-21-1006 Revenue Refunding Bonds
- o Section 12-10-111 Public Building Authority Bonds
- o Section 12-10-116 Leases, loan agreements, sales contracts or operating contracts between a Governmental Entity and a Public Building Authority
- o Section 49-3-1002 Counties for Schools
- o OTHER: _____

CERTIFICATION

I, the undersigned Chief Executive Officer of the Governmental Entity, do hereby certify the following:

1. The attached debt management policy and derivative policy adopted by the Governing Body of the Governmental Entity on _____, as amended on _____, are in full force and effect and were most recently reviewed on _____; and the capital improvement plan or budget for FY _____ was adopted on _____.

2. The name and contact information of the Chair of the Governing Body's Audit Committee is: _____;
or

The Governing Body does not have an audit committee and the reason there is not an audit committee is: _____
_____.

3. The name and contact information for the persons serving in the following positions for the Governmental Entity indicating if not a full-time employee of the Governmental Entity, why the position is not a full-time employee and how the person was selected:

Accountant: _____
Chief Financial Officer: _____
Monitor: _____.

4. Financial Statements with unqualified audit opinions for the last two fiscal years (FY20__ and 20__) for which audited financial statements are available either are on file in the Division of [State/County/Municipal] Audit or are attached to this Application.

5. The indebtedness with respect to which the proposed Interest Rate Agreement relates either has been issued or will be issued:
a. principal amount of \$ _____;
b. debt service structure and reason for _____;
_____;

- c. construction period, if applicable, of three years or less;
- d. final maturity date _____; and

The indebtedness either [] is or [] will be when issued in full compliance with the above referenced debt management policy [explanation] _____

 _____.

- 6. The proposed Interest Rate Agreement¹ will be in full compliance with the above referenced derivative policy in a notional amount not to exceed _____
 - a. The purpose for entering into interest rate agreement:
 - o Reduce the Governmental Entity's exposure to changes in interest rates with respect to a borrowing.
 - o Reduce the net cost of borrowing with respect to related obligations.
 - o Accomplish the following described purpose: _____
 _____;
 - b. Type of Interest Rate Agreement:
 - o Interest Rate Swap Agreement:
 - [] Fixed to floating ; or
 - [] Floating to fixed
 - o Interest Rate Collar
 - o Interest Rate Floor
 - o Interest Rate Cap
 - o Other type of Interest Rate Agreement: _____
 - c. Earliest starting date: _____ Final termination date: _____
 - d. If an option to enter into an agreement, when may the option be exercised?

 - e. Attached is the risk and mitigation presentation to the Governing Body made on _____ pursuant to Section III.D.3 of the Guidelines.
- 7. Public notice of this request for a Report of Compliance was given on _____ by means of _____
 _____.
- 8. The Governmental Entity understands and accepts its obligations under the Guidelines, including the reporting requirements, conflict prohibitions, and provision of public notice of submission.

CERTIFIED this _____ day of _____, 20__.

By: _____
 (Signature) (Must be executed by Chief Executive Officer)
 Name: _____
 Title: _____

¹ If anticipate more than one Interest Rate Agreement, provide information for each.

APPENDIX B

FORWARD PURCHASE AGREEMENT INFORMATION SHEET

General Information [Guidelines, Sections II, III-A and V-A]

Name of Governmental Entity: _____

Name of Governing Body (if different): _____

If Governmental Entity is Borrower or Lessee of a Conduit Issuer to Which this Agreement Relates, name of Conduit Issuer: _____

Address: _____

Website: _____

Name of Chief Executive Officer of Governmental Entity: _____

Mailing Address: _____

E-mail Address: _____

Phone: _____

Fax: _____

Name of Chief Financial Officer (if designated by CEO as contact): _____

Phone number: _____

E-mail address: _____

Name of Financial Advisor: _____

Name of Bond Counsel: _____

Name of Other Advisor or Counsel: _____

Indebtedness of Governmental Entity:

Amount Currently Outstanding (as of __/__/20__): _____

Amount to be Issued: _____

TOTAL: _____

Authorizing Statute for Forward Purchase Agreement [Guidelines, Section III-C]

- o Section 7-34-109 Municipal Utilities
- o Section 7-39-305 Energy Acquisition Corporations
- o Section 7-82-502 Utility Districts
- o Section 9-21-302 Revenue Bonds
- o Section 9-21-910 General Obligation Refunding Bonds
- o Section 9-21-1008 Revenue Refunding Bonds
- o Section 12-10-111 Public Building Authority Bonds
- o Section 49-3-1002 Counties for Schools

o OTHER: _____

_____.

CERTIFICATION

I, the undersigned Chief Executive Officer of the Governmental Entity, do hereby certify the following:

1. The attached debt management policy and derivative policy adopted by the Governing Body of the Governmental Entity on _____, as amended on _____, are in full force and effect and were most recently reviewed on _____; and the capital improvement plan or budget for FY _____ was adopted on _____.

2. The name and contact information of the Chair of the Governing Body's Audit Committee is: _____;

or

The Governing Body does not have an audit committee and the reason there is not an audit committee is: _____
_____.

3. The name and contact information for the persons serving in the following positions for the Governmental Entity indicating if not a full-time employee of the Governmental Entity, why the position is not a full-time employee and how the person was selected:

Accountant: _____
Chief Financial Officer: _____.

4. Financial Statements with unqualified audit opinions for the last two fiscal years (FY20__ and 20__) for which audited financial statements are available either are on file in the Division of [State/County/Municipal] Audit or are attached to this Application.

5. The indebtedness to be issued pursuant to the proposed Forward Purchase Agreement:

a. principal amount of \$ _____;

b. debt service structure and reason for _____
_____;

c. construction period, if applicable, of three years or less;

d. final maturity date: _____;

e. anticipated costs and fees (complete a CT-0253 form with best estimates);

f. new money with a delivery date of: _____

or

refunding with a delivery date of: _____

which is the date of redemption either resulting in cost savings or at par,

or

(explain) _____.

The indebtedness either [] is or [] will be when issued in full compliance with the above referenced debt management policy [explanation] _____

_____.

6. The proposed Forward Purchase Agreement:

a. Dated date: _____

b. Delivery/issuance date: _____

c. Forward Purchaser

i. Selection process: _____

ii. Name (if selected): _____

iii. Rating(s) (if selected): _____

d. Attached is the risk and mitigation presentation to the Governing Body made on ___/___/20__ pursuant to Section III.D.3 of the Guidelines.

7. Public notice of this request for a Report of Compliance was given on _____ by means of _____

_____.

8. The Governmental Entity understands and accepts its obligations under the Guidelines, including the reporting requirements, conflict prohibitions, and provision of public notice of submission.

CERTIFIED this _____ day of _____, 20__.

By: _____
(Signature) (Must be executed by Chief Executive Officer)

Name: _____

Title: _____