

To Our Valued Clients:

Mendonca & Partners CPAs, LLC has always stood on values of being entrepreneurial and visionary in our thinking. We pride ourselves on our ability to anticipate the future needs and opportunities for our clients and position ourselves to be ready to meet these needs with timely solutions, insights, and an innovative approach. We are excited to take another big step forward to focus on the future reimagined not only for our firm and our people but for you too.

We are pleased to announce the restructuring of our Firm to better conduct our practice in a more focused deliverable-centered manner. We will continue to conduct our attest practice through our existing firm, Mendonca & Partners Certified Public Accountants, LLC ("Mendonca CPAs"). In the near future we will conduct our non-attest practice and services, such as tax, consulting, bookkeeping, and other services, via a new entity, RRBB Advisors, LLC (together with its parent and subsidiary entities, "RRBB Advisors"). Accordingly, any engagement letters or services agreements between you and Mendonca CPAs for audit or other attest services will remain with Mendonca CPAs. Any engagement letters or services agreements between you and Mendonca CPAs for tax, advisory, or consulting services will be assigned to RRBB Advisors.

As part of audit and attest engagements, Mendonca CPAs will lease professional and administrative staff, both of which are employed by RRBB Advisors (or its parent or subsidiary entities), to support Mendonca CPAs' performance of those engagements. These leased individuals will be under the direct control and supervision of Mendonca CPAs, which is solely responsible for the professional performance of audit and attest engagements.

We remain focused, as we have since our founding, on what counts – *you*. Our investment in long-term relationships and a dedicated, integrated approach to client service remains stronger than ever. Your team relationships and interpersonal experience with Mendonca & Partners will not change. We believe that you will have access to significant additional resources and a deeper bench of expertise in consulting, advisory, and industry matters as we grow long into the future.

As part of this restructuring, our partners have teamed with Crete Professionals Alliance, a growing organization that provides back-office services to local and regional firms, to provide additional resources to RRBB Advisors. This restructuring will further cement our mission to keep a client-centric mindset in all we do to ensure we are able to stay ahead of the unprecedented business changes this environment brings. We believe with this restructuring, Mendonca & Partners is better positioned than ever to deliver excellent client service.

Upon transition, RRBB Advisors will maintain custody of all our files. Both Mendonca CPAs and RRBB Advisors will comply with the same confidentiality obligations with respect to your confidential information. Mendonca CPAs is and remains a licensed CPA firm. RRBB Advisors, which is not a licensed CPA firm, will be owned, in part, by the partners of Mendonca & Partners. Please let us know immediately if you have any objection to such transfer of your files. If we do not receive any such objections within ninety (90) days from the date hereof, we will presume you have no such objections.

Note that we will also share certain of your information with Crete Professionals Alliance, which owns part of RRBB Advisors and provides resources and services to RRBB Advisors, to assist in the administration of our practice and to monitor for compliance with applicable independence rules.

We are very excited at the impact this next step will provide to help bring you solutions, insights, and tools to maximize your vision and accomplish your business and personal goals.

Please feel free to contact your Mendonca & Partners relationship partner with any questions.

Sincerely,

The Partners of Mendonca & Partners CPAs LLC