

May 15, 2023

Josh Wright  
Firm App  
301 W Boyd Ste 200  
Norman, Oklahoma, 73069

Dear Josh Wright:

### **Private and Confidential**

This scoping document is made by BARR Advisory, P.A. ("BARR") and is in all respect subject to our engagement letter dated May 15, 2023. Expected engagement is to report on our examination of Firm App (the "Client") controls to achieve the SOC 2 security trust services criteria set forth in TSP section 100, *2017 Trust Services Criteria for Security, Availability, Processing Integrity, Confidentiality, and Privacy* (AICPA, Trust Services Criteria) using the type 1 SOC 2 reporting option.

### **1. Scope of Services**

BARR will conduct the examination in accordance with attestation standards established by the American Institute of Certified Public Accountants (AICPA). Our examination will be limited to the Firm App system with operations in Norman, Oklahoma.

The examination period is the point in time that will be covered by the examination. The Client specified point in time is as of May 31, 2023.

The examination will include procedures to obtain reasonable assurance, in all material respects and based on the criteria and reporting options noted above, as to whether:

- Management's description of its system fairly presents the system that was designed and implemented; and,
- The controls related to the control objectives in the aforementioned description were suitably designed throughout the specified period.

### **2. Deliverables/Report**

At the conclusion of the examination(s), BARR will issue the respective reports defined in the scope of services in accordance with AICPA standards. The report(s) will encompass, as appropriate, the Client's description of its system, the Client's written management assertion, and BARR's service auditor report(s) in which BARR will express an opinion on the fairness of the presentation of the Client's description of its system and the suitability of the design of the controls to meet the applicable criteria during the specified examination period. BARR will provide the deliverables in a secured PDF format.

### 3. Timetable

Estimated final report delivery is July 14, 2023.

We shall be pleased to discuss this scoping letter with you at any time.

Very truly yours,

BARR

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

Brad Thies

*Principal*