



STATE ROAD & TOLLWAY AUTHORITY

STATE OF GEORGIA

Brian P. Kemp, Governor
Chairman

Christopher Tomlinson
Executive Director

June 9, 2021

Nancy Smallwood
Hall County
P.O. Drawer 1435
Gainesville, GA 30503

Re: Georgia Transportation Infrastructure Bank Grant

Dear Ms. Smallwood:

Enclosed are the grant documents for the Georgia Transportation Infrastructure Bank (GTIB) grant previously committed to your community ("Recipient"). We look forward to working with you on your project. In this package you will find:

1. The Grant Agreement, including Exhibits A – I;
2. A Signature Card;
3. Vendor Management Form; and
4. The Opinion of Recipient's Counsel.

GRANT AGREEMENT

The Grant Agreement is enclosed. Have the appropriate official sign the Grant Agreement and the appropriate person attest the signature. *Do not complete the date* on the first page of the Grant Agreement. Once signed, return the Grant Agreement with the other documents to GTIB so that we may properly execute them. At that time, we will date the Grant Agreement and return one complete original to you for your files.

SIGNATURE CARD

All draw requests must be signed by a designated official(s) of the Recipient. It is the Recipient's option to decide who signs and how many signatures are required. On the signature card you may (1) designate up to four individuals who will be authorized to sign a draw request and (2) indicate whether one or two signatures are required. Draw requests will not be accepted for processing without the appropriate signature(s); therefore we suggest that more than one person be authorized to sign the draw request. The signature at the bottom of the signature card, indicating that the listed signatories have the authority to sign the Draw Request, may not be from an individual who is being given authorization to sign a Draw Request.

Ms. Nancy Smallwood

June 9, 2021

Page 2

VENDOR MANAGEMENT FORM

GTIB will be making disbursements utilizing the Automated Clearing House (ACH) method to a financial institution. This form is used to designate the financial institution, the routing number, and account number to which the GTIB will transfer funds. Please complete the Supplier (Vendor) Management Add/Change Form and include a voided check for account number verification.

OPINION OF BORROWER'S COUNSEL

Attached is a sample letter that must be executed by the Recipient's attorney on the attorney's letterhead. Your attorney will prepare the letter *after* I notify him of the date of the Grant Agreement. However, on the signature page of the Grant Agreement, the Recipient's attorney must sign where indicated before the attorney opinion is produced.

All of these documents must be returned to the GTIB with electronic signatures. *A completed 2021 W-9 form must also be returned to us with the package.* Please keep in mind that setting up the wire transfer account can take up to 10 business days from the date GTIB receives the entire grant documents properly executed. If you have any questions, please do not hesitate to contact Cindy Treadway via email at ctreadway@srta.ga.gov. Thank you for the opportunity to allow the GTIB to assist you with financing this project.

Sincerely,

Elizabeth Paulis

Elizabeth F. Pavlis
Legal Associate

Enclosures

cc: William Blalock, Attorney (via email/enclosures)