March 21, 2018

Subject: VitalSmarts sole source of all listed IP.

To Whom It May Concern,

This letter is to serve as notification to all interested parties that VitalSmarts, LC located at 282 West River Bend Lane, Suite 100, Provo, UT 84604 is the sole source for licensing the following intellectual property in the form of training programs and all attendance materials, in whatever medium contained.

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In addition, VitalSmarts, LC is the exclusive distributor and sole source for training programs and associated materials for the **Getting Things Done®** methodology and the **GTD CCORE™** system in the United States (including its territories) and Canada.

Sincerely,

Bradley Kendall

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