

2025-08-15

To Whom It May Concern,

We are writing to formally acknowledge and detail the engagement between CRMS Software and Workstreet, a leading provider of compliance and security services specifically tailored for technology startups. This letter is intended to serve as a confirmation of the commitment CRMS Software has made toward enhancing its security posture and compliance readiness.

Engagement Overview:

CRMS Software has partnered with Workstreet to implement a robust compliance and security program and make rapid progress towards SOC 2 audit readiness. Our collaboration is focused on establishing a comprehensive information security and compliance program that not only meets but exceeds SOC 2 controls.

Scope of Services:

- <u>Policy Creation</u>: Workstreet will assist CRMS Software in the development of detailed policies that govern their security and compliance procedures. These policies are designed to ensure that all operations align with best practices and regulatory requirements as well as SOC 2 compliance.
- Risk Assessments: A thorough evaluation of CRMS Software 's current security measures and potential risks will be conducted. This assessment will identify vulnerabilities and propose mitigation strategies to strengthen their security infrastructure.
- <u>Personnel Compliance</u>: Workstreet will ensure all in-scope CRMS Software personnel acknowledge established policies and procedures and are properly trained to reduce the risk to CRMS Software systems and data.

Partnerships and Tools:

To deliver SOC 2 compliance services, Workstreet collaborates with Vanta, a leading compliance automation platform. CRMS Software has a license to Vanta as a part of this engagement, which will assist in continuously assessing security and compliance.

Commitment to Excellence:

Workstreet is committed to providing CRMS Software with the highest level of service and expertise. Our team of compliance and security professionals is dedicated to helping CRMS Software achieve its security goals, ensuring they not only meet but exceed industry standards. Our team collectively has over 25 years of experience building and scaling information security and compliance programs for hundreds of companies like CRMS Software.



Workstreet.com (Pick and Roll II) June 2025

Should you have any questions or require further details about our engagement, please do not hesitate to contact us.

Sincerely,

Jordan Bingham

Jordan Bingham Senior Manager of Cybersecurity Compliance jordan@workstreet.com



Audit trail

| Details | |
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| FILE NAME | CRMS Software Letter of Engagement - 8/15/25, 2:38 PM |
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| SENT | jordan@workstreet.com sent a signature request to: • Jordan Bingham (jordan@workstreet.com) | 2025/08/15 20:38:15 UTC |
| SIGNED | Signed by Jordan Bingham (jordan@workstreet.com) | 2025/08/15 20:38:51 UTC |
| COMPLETED | This document has been signed by all signers and is complete | 2025/08/15 20:38:51 UTC |

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