



STANDARD OPERATING PROCEDURE (SOP) ISOLATE PURCHASE

This document serves a guideline for standard operating procedures in purchasing Isolate.

STEP 1: LETTER OF INTENT

A Letter of Intent (“LOI”) received from a prospective buyer is non-binding and does not represent a contractual purchase. The LOI outlines specific details of what is expected in the respective capacities of Buyer and Seller. It will also include proposed Price and Quantity of potential purchase.

STEP 2: PRICE, QUANTITY, AND DELIVERY NEGOTIATION

It is not uncommon for an LOI to request a Price, Quantity, and Timeline, which is unreasonable. Often times two or three drafts of an LOI are produced before both parties agree, as to keep misunderstandings to a minimum.

STEP 3: PROOF OF FUNDS

When a LOI has been accepted, funds will then need to be verified. This process is done through Comfort Pharm’s attorneys. The attorneys have specific protocols to ensure that Proof of Funds are verifiable. A current bank statement or letter of confirmation from a financial institution must be produced, along with the contact information for a person at the financial institution which the attorneys will use to call and verify funds. Bank statements or letters of confirmation more than 5 days old will not be accepted. Key 5 Labs attorneys will ensure your information is secure and kept confidential.

STEP 4: PROOF OF PRODUCT/LIFE

Proof of Product, in the form of digital video, photo or live-feed, will be produced by lab within 3 hours, Monday through Friday, 9 am to 5 pm, upon authorization from Comfort Pharm’s attorneys. Authorization can only come from Comfort Pharm’s attorneys. Proof of Product must only come after funds have been verified.

STEP 5: PURCHASE AGREEMENT

Upon satisfactory completion of Steps 1 through 4 as listed above, a Purchase Agreement is generated.

STEP 6: ESCROW

There are multiple payment methods used for purchase. The most secure and preferred method is leveraging an Escrow Account. Comfort Pharm has third-party escrow attorneys that have streamlined this process. Alternative options may be utilized and further explored upon request.

STEP 7: PICK-UP/DELIVERY

Upon satisfactory testing of the product, the respective parties move to close escrow, and make the product available for transport.

STEP 8: TRANSPORTATION

It is the sole responsibility of the Purchaser to secure and provide transportation of product.