

Website Legal & Compliance Manual

Synergistic Real Estate LLC

Version 1.0

Last Reviewed: July 21, 2026

Next Recommended Review: July 2027

Project Scope

This document will serve as the master legal and compliance manual for Synergistic Real Estate LLC. It will include a Privacy Policy, Terms of Use, Cookie Policy, Accessibility Statement, Fair Housing Statement, Wire Fraud Notice, Colorado Privacy Act Notice, DMCA Policy, SMS Terms, AI Disclosure, IDX placeholders for IRES, and additional internal governance documents tailored to the brokerage information provided.

Brokerage Profile

Field	Real Estate Services
Legal Name	Synergistic Real Estate LLC
Broker	Lesly Shed
License	EC.100111884
Website	https://www.synergisticrealestatellc.com
Address	1309 Roe Deer St., Severance, CO 80550
Phone	970-560-3355
Email	leslyshed@synergisticrealestatellc.com
Host	Wix
IDX	IRES via ColoProperty.com



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Section 1 – Definitions & Interpretation

1.1. Definitions & Interpretation

These Definitions and Interpretation provisions apply throughout this Website Legal & Compliance Manual and govern all website policies published by **Synergistic Real Estate LLC** ("Brokerage," "Company," "we," "our," or "us"), unless otherwise expressly stated.

For purposes of this Manual, the following terms have the meanings set forth below.

Brokerage

"Brokerage," "Company," "we," "our," or "us" refers to **Synergistic Real Estate LLC**, a Colorado limited liability company licensed as a real estate brokerage under Colorado law (License No. **EC.100111884**).

The Brokerage currently operates exclusively within the State of Colorado and is independently owned and operated by **Employing Broker Lesly Shed**.

Website

"Website" means all webpages, subdomains, landing pages, blogs, digital content, downloadable materials, calculators, and related online services made available through:

<https://www.synergisticrealestatellc.com>

or any successor domain operated by the Brokerage.

User

A "User" is any individual who accesses, browses, views, or otherwise interacts with the Website.

This includes prospective buyers, sellers, landlords, tenants, property owners, vendors, referral partners, and members of the general public.

Personal Information

"Personal Information" means information that identifies, relates to, describes, or could reasonably be linked to an identifiable individual.

Examples include:

- Name
- Email address
- Telephone number

- Mailing address
- Internet Protocol (IP) address
- Device identifiers
- Approximate geographic location
- Internet browsing activity
- Information voluntarily submitted to the Brokerage

Personal Information does not include publicly available government records or information that has been lawfully de-identified or aggregated.

Sensitive Personal Information

Where applicable, Sensitive Personal Information includes categories of information afforded additional protection under applicable federal or Colorado law.

The Brokerage does not intentionally collect Sensitive Personal Information through the Website except where necessary to provide requested real estate services or as otherwise required by law.

Services

"Services" means the professional real estate brokerage services offered by Synergistic Real Estate LLC, including, but not limited to:

- Residential real estate brokerage
- Buyer representation
- Seller representation
- Real estate consultation
- Market analysis
- Property valuation requests
- Rental services (when offered)
- Property management services (when offered)
- Other lawful brokerage services permitted under Colorado law

Third-Party Services

Third-Party Services include providers that assist in operating the Website or supporting Brokerage operations.

These may include, but are not limited to:

- Wix
- Google Analytics 4
- Google Ads
- Google Maps
- Google reCAPTCHA (if implemented)
- Meta Pixel
- LinkedIn advertising services
- IRES MLS
- ColoProperty.com IDX
- Cloud hosting providers
- Internet service providers

The Brokerage is not responsible for the independent privacy or security practices of third-party websites beyond the Brokerage's control.

Property Information

Information regarding real property displayed on the Website is believed to be reliable but is not guaranteed.

Availability, pricing, descriptions, photographs, dimensions, school information, tax information, and other listing details may change without notice.

Users are responsible for independently verifying all material information before making any real estate decisions.

MLS / IDX Information

Property listing information displayed through the Website is provided pursuant to agreements with Information and Real Estate Services, LLC (IRES) and applicable Internet Data Exchange (IDX) rules.

The display of such information is subject to the applicable rules, regulations, and licensing agreements of IRES and participating brokers.

Where required, official IRES copyright notices and IDX disclosures shall appear exactly as required by IRES.

Colorado Law

Unless otherwise specified, this Manual shall be interpreted in accordance with:

- Colorado law;
- Applicable federal law;
- Colorado Real Estate Commission regulations;
- Applicable Multiple Listing Service rules;
- Applicable REALTOR® standards where adopted by the Brokerage.

Updates

The Brokerage reserves the right to revise this Manual periodically to reflect changes in law, technology, business practices, or Website functionality.

Updated versions shall become effective upon publication unless otherwise stated.

Interpretation

Headings are included for convenience only and do not affect the interpretation of these documents.

Where a conflict exists between a specific policy and these Definitions, the specific policy shall control for that subject matter.

SECTION 2

Privacy Policy

Privacy Policy

Synergistic Real Estate LLC

Effective Date: July 21, 2026

Last Reviewed: July 21, 2026

Next Recommended Review: July 2027 or earlier if required by changes in applicable law, technology, or brokerage operations.

2.1. Our Commitment to Your Privacy

Synergistic Real Estate LLC ("Brokerage," "Company," "we," "our," or "us") respects your privacy and is committed to protecting the information you entrust to us.

We recognize that purchasing, selling, leasing, or managing real estate often requires the sharing of personal information. We take that responsibility seriously and are committed to collecting, using, safeguarding, and disclosing personal information in a manner that is transparent, responsible, and consistent with applicable law.

This Privacy Policy explains:

- What information we collect;
- Why we collect it;
- How we use and protect it;
- When we may share it;
- The choices available to you regarding your information; and
- Your privacy rights under applicable Colorado and federal law.

This Privacy Policy applies solely to information collected through:

<https://www.synergisticrealestatellc.com>

and any related webpages operated by the Brokerage.

2.2. Information We Collect

Depending upon how you interact with our Website, we may collect several categories of information.

A. Information You Voluntarily Provide

You may voluntarily provide information when you communicate with the Brokerage.

This information may include:

- Your name
- Email address
- Telephone number
- Property address
- General location information
- Property interests
- Buying preferences
- Selling preferences
- Rental inquiries (when offered)
- Property management inquiries (when offered)
- Any information voluntarily included in email correspondence.

At this time, our Website does not offer user accounts, saved searches, or online forms that require registration.

B. Information Automatically Collected

When you visit our Website, certain information may be collected automatically.

This may include:

- IP address
- Browser type
- Device type
- Operating system
- Screen resolution
- Referring website

- Date and time of visit
- Pages viewed
- Session duration
- Website navigation patterns
- Approximate geographic location
- Error logs
- Security information

This information helps us understand Website performance, improve user experience, and maintain Website security.

C. Google Analytics 4

Our Website may use **Google Analytics 4 (GA4)** to help us understand how visitors use the Website.

Google Analytics may collect information such as:

- Pages visited
- Time spent on pages
- Device information
- Browser information
- Approximate geographic location
- Traffic source
- User interactions
- Website performance metrics

Google Analytics does not provide us with information that directly identifies individual visitors unless you voluntarily provide it through other communications.

Google may process this information in accordance with its own Privacy Policy and Terms of Service.

You may learn more about Google Analytics or opt out using Google's Browser Add-on available from Google.

D. Cookies and Similar Technologies

Our Website may use:

- Browser cookies
- Session cookies
- Persistent cookies
- Pixels
- Tags
- Similar tracking technologies

These technologies help us:

- Improve Website functionality
- Remember user preferences
- Measure Website performance
- Understand visitor behavior
- Improve marketing effectiveness
- Detect fraudulent activity

Additional information is available in our Cookie Policy.

Section 2.2.1 – Cookie Consent & Preference Management

Cookie Consent & Preference Management

Where required by applicable law, the Website may provide visitors with the ability to review and manage their cookie preferences before certain non-essential cookies are placed on their devices.

Users may choose to:

- Accept all cookies;
- Reject non-essential cookies;
- Customize cookie preferences by category; or
- Modify previously selected preferences at any time through available browser settings or any cookie preference tools implemented on the Website.

Certain cookies are necessary for the operation, security, and functionality of the Website and cannot be disabled without affecting essential features.

Cookie preferences do not affect information collected through direct communications with the Brokerage, including telephone calls, email correspondence, or in-person interactions.

2.3. Advertising Technologies

To better understand the effectiveness of our advertising, our Website may use:

A. Google Ads

Google Ads conversion tracking helps us evaluate whether our advertising campaigns are reaching interested consumers.

Google may collect information regarding interactions with advertisements and Website visits.

B. Meta Pixel

Our Website may use the Meta Pixel to measure advertising performance across Facebook and Instagram.

Meta may receive information regarding your interaction with our Website and advertisements.

Meta's use of information is governed by its own Privacy Policy.

C. LinkedIn Advertising

LinkedIn advertising tools may collect information regarding Website visits that originate from LinkedIn advertisements.

This information assists us in evaluating advertising effectiveness and improving future marketing efforts.

Section 2.3.1 – Google Consent Mode v2

Google Consent Mode v2

If implemented, the Website may utilize **Google Consent Mode v2** to respect visitor consent preferences while maintaining limited measurement and website functionality.

Google Consent Mode adjusts the operation of Google tags based upon a visitor's consent choices and is designed to support compliance with applicable privacy regulations.

Where consent has not been provided for advertising or analytics cookies, Google products may operate in a restricted mode using aggregated or non-identifiable information, where permitted.

The Brokerage does not use Google Consent Mode to circumvent visitor privacy choices.

2.4. How We Use Information

We may use collected information for legitimate business purposes, including:

- Responding to inquiries
- Providing brokerage services
- Communicating regarding requested information
- Improving Website performance
- Maintaining Website security
- Measuring advertising effectiveness
- Complying with legal obligations
- Preventing fraud
- Protecting our legal rights
- Maintaining business records

We do not collect more personal information than is reasonably necessary for these purposes.

Section 2.4.1 – Legal Basis for Processing Personal Information

Legal Basis for Processing Personal Information

Synergistic Real Estate LLC processes personal information only for legitimate business purposes and in accordance with applicable federal and Colorado law.

Depending on the circumstances, we process personal information for one or more of the following purposes:

Providing Requested Services

We process information necessary to:

- Respond to inquiries;
- Provide real estate brokerage services;
- Assist buyers and sellers;

- Prepare comparative market analyses;
- Communicate regarding properties;
- Provide information requested by Website visitors.

Fulfilling Legal and Regulatory Obligations

Certain information may be processed to comply with:

- Colorado real estate licensing requirements;
- Colorado Real Estate Commission regulations;
- Record retention obligations;
- Federal and state tax requirements;
- Court orders or lawful governmental requests;
- Anti-fraud and consumer protection laws.

Legitimate Business Interests

The Brokerage may process information to:

- Improve Website performance;
- Analyze Website traffic using Google Analytics 4;
- Evaluate advertising effectiveness;
- Protect Website security;
- Detect fraudulent or unauthorized activity;
- Improve customer service;
- Maintain business records;
- Protect the legal rights of the Brokerage.

Consent

Certain processing activities occur only after a visitor voluntarily provides information or where consent is otherwise required by law.

Examples may include:

- Email correspondence initiated by the visitor;
- Acceptance of optional cookies (where applicable);

- Submission of property inquiries;
- Requests for brokerage services.

Where consent is relied upon, visitors may withdraw that consent at any time by contacting the Brokerage, subject to legal or contractual obligations requiring continued retention of certain information.

Advertising and Analytics

Where applicable, Google Analytics 4, Google Ads, Meta Pixel, LinkedIn Insight Tag, and similar technologies help us understand how visitors interact with our Website and advertisements.

These technologies are used solely for improving Website functionality, measuring advertising effectiveness, and enhancing user experience. They are not used by the Brokerage to make automated decisions that produce legal or similarly significant effects concerning Website visitors.

Data Minimization

The Brokerage seeks to collect only the information reasonably necessary to operate its Website, provide requested services, comply with applicable legal obligations, and protect the security and integrity of its systems.

We do not knowingly collect personal information unrelated to these legitimate purposes.

2.5. Information Sharing

We value your trust.

We do **not** sell your personal information for monetary compensation.

We may disclose information:

- To service providers assisting in Website operation;
- To technology providers;
- To government agencies when legally required;
- To law enforcement when required by lawful process;
- To protect legal rights or safety;
- During a merger, acquisition, or transfer of business assets;
- With your consent.

Service providers are expected to protect personal information using reasonable security measures.

2.6. Data Security

The Brokerage implements commercially reasonable administrative, technical, and physical safeguards designed to protect personal information.

These safeguards may include:

- Secure HTTPS encryption
- Password-protected administrative systems
- Secure Website hosting through Wix
- Limited administrative access
- Software updates
- Security monitoring
- Malware protection

Although we strive to protect information, no Internet transmission or electronic storage method can be guaranteed to be completely secure.

Accordingly, we cannot guarantee absolute security.

Section 2.6.1 – Colorado Data Breach Notification

Data Breach Notification

Although no method of electronic storage or transmission is completely secure, the Brokerage maintains commercially reasonable safeguards designed to reduce the risk of unauthorized access, disclosure, alteration, or destruction of personal information.

In the event of a security incident involving personal information, the Brokerage will investigate the matter promptly and, where required by applicable Colorado or federal law, provide notice to affected individuals and governmental authorities within the timeframes required by law.

The Brokerage also works with technology providers, including Wix and other service providers, to maintain reasonable administrative, technical, and physical security measures appropriate to the nature of the information maintained.

2.7. Data Retention

We retain personal information only for as long as reasonably necessary to:

- Provide the services requested;
- Comply with legal obligations;
- Maintain brokerage records;
- Resolve disputes;
- Enforce agreements; and
- Satisfy applicable record-retention requirements under Colorado law.

When information is no longer reasonably required, we will securely delete or anonymize it where practicable and consistent with applicable legal obligations.

2.8. Colorado Privacy Rights

If applicable, Colorado residents may have rights under the Colorado Privacy Act ("CPA"), including the right to:

- Confirm whether we process personal data;
- Access personal data;
- Correct inaccuracies;
- Delete personal data;
- Obtain a portable copy of personal data;
- Opt-out of targeted advertising, the sale of personal data, or certain profiling activities.

To exercise these rights, contact us using the information provided at the end of this Privacy Policy.

If we deny your request, you may appeal our decision by contacting us in writing within the timeframe described in our response.

Where required by law, we will also honor valid **Universal Opt-Out Mechanism (UOOM)** signals recognized under Colorado law.

2.9. Children's Privacy

Our Website is intended for adults seeking real estate services.

We do not knowingly collect personal information from children under the age of 13.

If we become aware that information from a child under 13 has been collected without appropriate consent, we will promptly delete such information.

2.10. Third-Party Websites

Our Website may include links to third-party websites, including governmental agencies, mortgage providers, inspectors, title companies, or other real estate resources.

We are not responsible for the privacy, security, or content of third-party websites.

Users should review the privacy policies of those websites independently.

Section 2.10.1 – IRES MLS & IDX Privacy Information

IRES MLS & IDX Information

The Website displays property listing information obtained through the **Information and Real Estate Services, LLC (IRES)** Internet Data Exchange (IDX) program.

Visitors who interact with IDX search features should understand that certain technical information may also be processed by the IDX provider or related service providers in accordance with their own privacy practices.

The Brokerage does not control the independent privacy policies of IRES, ColoProperty.com, or other third-party technology providers participating in the delivery of IDX services.

Users are encouraged to review the privacy policies of those providers where applicable.

Property information displayed through the IDX system is believed to be reliable but is not guaranteed. Official copyright notices, trademarks, and required IDX disclosures shall appear in accordance with the Brokerage's agreements with IRES and participating brokers.

2.11. Changes to This Privacy Policy

We reserve the right to revise this Privacy Policy periodically.

Changes become effective immediately upon publication unless otherwise stated.

Material changes may be highlighted on the Website for a reasonable period following publication.

Section 2.11.1 – Related Website Policies

Related Website Policies

This Privacy Policy should be read together with the Brokerage's:

- Website Terms of Use
- Cookie Policy
- Accessibility Statement
- Website Disclaimer
- Fair Housing Statement
- Wire Fraud Prevention Notice
- Electronic Communications Policy
- Copyright & DMCA Policy

Each of these documents supplements this Privacy Policy and governs specific aspects of the Website and the Brokerage's online services.

2.12. Contact Information

Questions regarding this Privacy Policy or requests concerning your personal information may be directed to:

Synergistic Real Estate LLC

Attn: Privacy Officer

Lesly Shed, Employing Broker

1309 Roe Deer St.

Severance, Colorado 80550

Phone: **970-560-3355**

Email: **leslyshed@synergisticrealestatellc.com**

Website: **<https://www.synergisticrealestatellc.com>**

SECTION 3

Website Terms of Use

Synergistic Real Estate LLC

Effective Date: July 21, 2026

Last Reviewed: July 21, 2026

3.1. Acceptance of These Terms

Welcome to the website of **Synergistic Real Estate LLC** ("Brokerage," "Company," "we," "our," or "us").

These Website Terms of Use ("Terms") govern your access to and use of:

<https://www.synergisticrealestatellc.com>

By accessing or using this Website, you acknowledge that you have read, understood, and agree to be bound by these Terms, together with our:

- Privacy Policy
- Cookie Policy
- Accessibility Statement
- Website Disclaimer
- Fair Housing Statement
- Wire Fraud Prevention Notice
- Any additional policies referenced on this Website

If you do not agree with these Terms, please discontinue use of the Website.

3.2. Purpose of This Website

This Website is provided to:

- Offer information regarding residential real estate services;
- Display property information available through authorized IDX feeds;
- Provide educational resources concerning Colorado real estate;

- Offer mortgage payment estimation tools;
- Introduce Synergistic Real Estate LLC and its professional services.

Nothing on this Website creates an agency relationship, brokerage agreement, or representation agreement unless established separately in writing.

3.3. Eligibility

This Website is intended for individuals who are at least eighteen (18) years of age or who otherwise possess legal capacity to enter into binding agreements.

By using this Website, you represent that you satisfy these requirements.

3.4. Brokerage Information

Synergistic Real Estate LLC is a Colorado limited liability company licensed by the State of Colorado.

Colorado Brokerage License Number: EC.100111884

Employing Broker:

Lesly Shed

Business Address:

1309 Roe Deer St.
Severance, Colorado 80550

Telephone:

970-560-3355

Email:

leslyshed@synergisticrealestatellc.com

3.5. Permitted Use

You may use this Website solely for lawful, personal, informational, and non-commercial purposes.

You agree not to:

- Violate applicable laws;
- Attempt unauthorized access to Website systems;

- Interfere with Website operation;
 - Introduce malware or malicious code;
 - Harvest contact information;
 - Use automated scraping tools;
 - Copy substantial portions of Website content;
 - Misrepresent your identity;
 - Use Website content for unlawful purposes.
-

3.6. Intellectual Property

Unless otherwise indicated, all Website content is owned by or licensed to Synergistic Real Estate LLC.

This includes:

- Website design
- Logos
- Branding
- Text
- Graphics
- Educational content
- Original photography
- Blog articles
- Icons
- Downloadable materials
- Marketing materials

All intellectual property rights are reserved.

Nothing contained on this Website grants any license or ownership interest except as expressly stated.

3.7. IDX Property Information

Property information displayed on this Website is provided through authorized IDX services made available pursuant to agreements with Information and Real Estate Services, LLC ("IRES"), MLS GRID, participating brokers, and related service providers.

Property information is believed to be reliable but is not guaranteed.

Information may change without notice due to:

- Price changes;
- Status changes;
- Corrections;
- Seller instructions;
- MLS updates;
- Market activity.

Visitors should independently verify all information before making real estate decisions.

The Website displays only those listings authorized under applicable IDX rules and agreements.

Required copyright notices, brokerage attribution, and MLS source identification shall appear in accordance with applicable MLS GRID and IRES requirements.

3.8. Restrictions on Use of Listing Information

Property information displayed through IDX is intended solely for the personal, non-commercial use of consumers interested in purchasing, selling, or leasing real property.

You agree not to:

- Copy listing information in bulk;
- Redistribute listing information;
- Republish listings without authorization;
- Sell listing information;
- Create competing databases;
- Use automated scraping technologies;
- Circumvent Website security.

Unauthorized use may violate copyright law, contractual obligations, and applicable MLS rules.

3.9. Accuracy of Information

Although we strive to maintain accurate information, we cannot guarantee that all Website content is complete, current, or error-free.

Information concerning:

- Schools
- Taxes
- HOA information
- Square footage
- Measurements
- Lot size
- Zoning
- Utilities
- Property condition

should always be independently verified by buyers, sellers, landlords, tenants, or other interested parties.

3.10. Mortgage Calculator

The mortgage calculator provided on this Website is for general educational purposes only.

Estimated monthly payments are approximations based upon information entered by the user and assumptions regarding interest rates, taxes, insurance, and financing.

Actual loan terms, closing costs, taxes, insurance premiums, and monthly payments may differ significantly.

The calculator is not a loan approval, financing commitment, or financial advice.

Users should consult qualified mortgage professionals before making financial decisions.

3.11. No Professional Advice

The information made available through this Website is provided for general informational and educational purposes only. While Synergistic Real Estate LLC strives to provide accurate, current, and helpful information, nothing contained on this Website should be interpreted as legal, tax, accounting, financial, investment, engineering, surveying, appraisal, environmental, construction, inspection, insurance, lending, or other professional advice.

Real estate transactions involve legal, financial, and practical considerations that vary based on individual circumstances. Information provided on this Website may not reflect the most current developments in applicable laws, regulations, lending practices, market conditions, or local requirements.

Visitors should consult appropriately licensed or qualified professionals before making decisions regarding:

- Purchasing or selling real property;
- Financing or refinancing a home;
- Tax planning or tax consequences;
- Estate planning;
- Investment strategies;
- Property valuation;
- Boundary or survey issues;
- Home inspections;
- Insurance coverage;
- Environmental conditions;
- Property management;
- Landlord-tenant matters; or
- Any other matter requiring specialized professional advice.

Nothing contained on this Website creates an attorney-client, accountant-client, financial advisor-client, appraiser-client, inspector-client, lender-client, or other professional advisory relationship.

The Brokerage's role is limited to providing licensed real estate brokerage services pursuant to Colorado law and any written brokerage agreement entered into between the Brokerage and its client.

Any market statistics, neighborhood information, pricing trends, educational articles, blogs, calculators, checklists, guides, or similar resources are provided solely as general educational materials and should not be relied upon as the sole basis for making real estate, financial, legal, or investment decisions.

Although reasonable efforts are made to maintain accurate information, market conditions, interest rates, laws, regulations, and property information change frequently. Accordingly, the Brokerage makes no representation or warranty that educational content appearing on this Website is complete, current, or applicable to every individual situation.

3.12. Testimonials

Testimonials appearing on this Website represent the individual experiences and opinions of past clients.

They are provided for informational purposes only.

Individual results vary depending upon market conditions, transaction circumstances, client objectives, financing, and numerous other factors.

Testimonials should not be interpreted as guarantees of future performance or outcomes.

3.13. Third-Party Resources

The Website may provide links to third-party resources, including:

- Mortgage lenders
- Government agencies
- Home inspectors
- Title companies
- Utility providers
- School districts
- Mapping services

These links are provided solely for convenience.

The Brokerage does not control or endorse third-party websites and is not responsible for their content, security, or privacy practices.

3.14. Website Availability

We strive to maintain continuous Website availability but cannot guarantee uninterrupted access.

The Website may be unavailable due to:

- Maintenance;
- Software updates;
- Internet outages;
- Cybersecurity events;
- Third-party service interruptions.

The Brokerage shall not be liable for temporary interruptions in Website availability.

3.15. Advertising and Analytics

This Website may utilize:

- Google Analytics 4
- Google Ads
- Meta Pixel
- LinkedIn advertising technologies

These technologies help us evaluate Website performance and advertising effectiveness.

Additional information regarding these technologies is available in our Privacy Policy and Cookie Policy.

3.16. Accessibility

Synergistic Real Estate LLC is committed to maintaining an accessible Website consistent with the principles of the Web Content Accessibility Guidelines (WCAG) 2.2 Level AA.

Visitors experiencing accessibility barriers are encouraged to contact the Brokerage so reasonable assistance may be provided.

3.17. Fair Housing Commitment

The Brokerage fully supports the principles of the federal Fair Housing Act, the Colorado Anti-Discrimination Act, and all other applicable fair housing laws.

Nothing contained on this Website should be interpreted as expressing a preference, limitation, or discrimination prohibited by law.

3.18. Disclaimer of Warranties

This Website and all information provided herein are offered on an "as is" and "as available" basis.

To the fullest extent permitted by applicable law, the Brokerage disclaims all warranties, express or implied, including warranties of merchantability, fitness for a particular purpose, accuracy, non-infringement, and uninterrupted availability.

3.19. Limitation of Liability

To the fullest extent permitted by law, Synergistic Real Estate LLC shall not be liable for any indirect, incidental, consequential, special, punitive, or exemplary damages arising from or relating to the use of this Website.

Nothing in these Terms limits liability where such limitation is prohibited by applicable law.

3.20. Indemnification

You agree to indemnify and hold harmless Synergistic Real Estate LLC, its owner, employees, contractors, and representatives from claims, liabilities, damages, losses, costs, and reasonable attorneys' fees arising from your violation of these Terms or misuse of the Website.

3.21. Governing Law and Venue

These Terms shall be governed by the laws of the State of Colorado without regard to its conflict-of-law principles.

Any legal action relating to these Terms shall be brought in a court of competent jurisdiction located in the State of Colorado unless otherwise required by applicable law.

3.22. Changes to These Terms

We reserve the right to modify these Terms at any time.

Updated versions become effective upon posting to the Website unless otherwise stated.

Continued use of the Website after changes are posted constitutes acceptance of the revised Terms.

3.23. Contact Information

Synergistic Real Estate LLC

Attn: Lesly Shed, Employing Broker
1309 Roe Deer St.
Severance, CO 80550

Phone: (970) 560-3355

Email: leslyshed@synergisticrealestatellc.com

Website: <https://www.synergisticrealestatellc.com>

3.24 Electronic Communications & Electronic Signatures (E-SIGN)

3.24.1. Electronic Communications

By using this Website or communicating with Synergistic Real Estate LLC electronically, you acknowledge that many communications between you and the Brokerage may occur electronically.

Electronic communications may include, but are not limited to:

- Email correspondence
- Responses to Website inquiries
- Electronic delivery of requested information
- Transaction updates
- Appointment confirmations
- Brokerage notices
- Website announcements

Where permitted by applicable law, you agree that electronic communications satisfy any legal requirement that such communications be in writing.

Nothing in this section requires the Brokerage to conduct business electronically or limits either party's right to request paper documents where required by law or mutual agreement.

3.24.2. Electronic Signature Consent

When applicable, the Brokerage may utilize secure electronic signature platforms for transaction documents, disclosures, acknowledgments, or other agreements.

Electronic signatures executed through approved electronic signature platforms shall have the same legal force and effect as handwritten signatures to the fullest extent permitted by:

- The federal Electronic Signatures in Global and National Commerce Act (E-SIGN Act);
- The Colorado Uniform Electronic Transactions Act (CUETA); and
- Other applicable laws.

Nothing contained on this Website constitutes an offer to execute electronic documents, and use of the Website alone does not create an electronic signature agreement.

3.25 Copyright Infringement & DMCA

3.25.1. Copyright Protection

The Brokerage respects the intellectual property rights of others and expects Website visitors to do the same.

Website content—including text, graphics, photographs, logos, educational materials, original marketing content, and Website design—is protected by United States copyright laws and other intellectual property laws unless otherwise indicated.

MLS listing information, photographs, logos, and related materials remain subject to the rights of the applicable listing broker, MLS, MLS GRID, IRES, photographers, licensors, or other copyright holders.

Nothing contained on this Website grants permission to reproduce, redistribute, republish, or commercially exploit copyrighted materials except as expressly authorized.

3.25.2 Reporting Copyright Concerns

If you believe material appearing on this Website infringes your copyright, please notify the Brokerage in writing.

Your notice should include:

- Identification of the copyrighted work claimed to have been infringed;
- Identification of the allegedly infringing material;
- Information sufficient to locate the material;

- Your contact information;
- A statement that you have a good faith belief the use is unauthorized;
- A statement, under penalty of perjury, that the information provided is accurate and that you are authorized to act on behalf of the copyright owner.

Copyright notices may be directed to:

Synergistic Real Estate LLC

Attn: Copyright Agent

1309 Roe Deer St.

Severance, Colorado 80550

Email: leslyshed@synergisticrealestatellc.com

The Brokerage will review all properly submitted notices and take appropriate action consistent with applicable law.

3.26. Force Majeure

3.26.1. Events Beyond Our Control

Synergistic Real Estate LLC shall not be liable for delays, interruptions, or failures in Website operation or the performance of obligations under these Terms resulting from events beyond the Brokerage's reasonable control.

Such events may include, but are not limited to:

- Natural disasters;
- Floods;
- Wildfires;
- Severe weather;
- Public health emergencies;
- Governmental actions;
- Labor disputes;
- Internet outages;
- Utility failures;
- Cybersecurity incidents;

- Denial-of-service attacks;
- Equipment failures;
- Failures of third-party technology providers, including Website hosting providers, internet service providers, analytics providers, advertising platforms, or IDX vendors.

The Brokerage will use commercially reasonable efforts to restore Website functionality following such events.

3.27. Severability, Waiver & Entire Agreement

3.27.1. Severability

If any provision of these Terms is determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the remaining provisions shall continue in full force and effect.

The invalid provision shall be interpreted, where possible, in a manner that most closely reflects the original intent while remaining enforceable.

3.27.2. Waiver

Failure by the Brokerage to enforce any provision of these Terms shall not constitute a waiver of that provision or any other provision.

Any waiver must be in writing and signed by an authorized representative of the Brokerage.

3.27.3. Entire Agreement

These Website Terms of Use, together with the Privacy Policy, Cookie Policy, Accessibility Statement, Website Disclaimer, Fair Housing Statement, Wire Fraud Prevention Notice, and any other policies expressly incorporated by reference, constitute the entire agreement governing the use of this Website.

These Terms supersede any prior Website-related understandings or representations concerning the Website.

3.28. Reliance on Website Information

The information presented on this Website is intended to assist visitors in learning about real estate services, available properties, and general real estate topics. While Synergistic Real Estate LLC strives to provide accurate, current, and reliable information, Website content should not be relied upon as the sole basis for making decisions regarding purchase, sale, lease, financing, management, or investment in real property.

Real estate transactions involve numerous legal, financial, physical, and market-related considerations that require independent investigation and professional judgment. Visitors are solely responsible for conducting their own due diligence before entering into any real estate transaction.

Without limitation, visitors should independently verify all material information, including but not limited to:

- Property availability and current listing status;
- Purchase price and financing terms;
- Square footage and dimensions;
- Lot size and boundaries;
- Property condition;
- Structural components and systems;
- Zoning and land use restrictions;
- Easements and encumbrances;
- Homeowners' association information, fees, and governing documents;
- Property taxes and special assessments;
- Utility availability;
- Floodplain and environmental conditions;
- School district boundaries and school assignments;
- Building permits and code compliance;
- Rental restrictions;
- Short-term rental regulations;
- Property management requirements; and
- Any other information material to the visitor's intended use of the property.

Property information displayed through the Website, including information obtained through IDX services, is believed to be reliable but is not guaranteed. Listing information is subject to change without notice and may be updated, corrected, withdrawn, or modified by the listing broker, seller, or multiple listing service.

The Brokerage does not warrant that Website content is complete, current, or free from typographical errors, omissions, delays, or inaccuracies. Market conditions, interest rates,

property availability, governmental regulations, and other circumstances affecting real estate transactions may change rapidly.

Users should obtain independent professional advice from qualified attorneys, accountants, lenders, inspectors, surveyors, appraisers, insurance professionals, tax advisors, contractors, engineers, or other licensed professionals whenever appropriate to their particular circumstances.

Except to the extent prohibited by applicable law, Synergistic Real Estate LLC shall not be responsible for any loss, liability, expense, or damages arising from a visitor's reliance upon information contained on this Website without independent verification.

Nothing contained on this Website alters or limits any duties owed by the Brokerage to a client under a written brokerage agreement or applicable Colorado real estate law.

SECTION 4

Cookie Policy

Synergistic Real Estate LLC

Effective Date: July 21, 2026

Last Reviewed: July 21, 2026

Next Recommended Review: July 2027

4.1. Purpose

This Cookie Policy explains how **Synergistic Real Estate LLC** ("Brokerage," "Company," "we," "our," or "us") uses cookies and similar technologies when you visit:

<https://www.synergisticrealestatellc.com>

This Policy should be read together with our:

- Privacy Policy
 - Website Terms of Use
 - Accessibility Statement
-

4.2. What Are Cookies?

Cookies are small text files stored on your computer, tablet, or mobile device when you visit a website.

Cookies allow websites to:

- Remember your preferences
- Improve security
- Analyze website traffic
- Enhance website performance
- Measure advertising effectiveness
- Support certain website functions

Cookies generally do not provide the Brokerage with direct knowledge of your identity unless you voluntarily provide personal information through other communications.

4.3. Types of Cookies We Use

Our Website may use the following categories of cookies.

A. Strictly Necessary Cookies

These cookies are required for the operation of the Website.

Examples include:

- Website security
- Fraud prevention
- Load balancing
- Session management
- Accessibility settings
- Website functionality
- Error detection

Because these cookies are essential to Website operation, they generally cannot be disabled through our Website.

B. Functional Cookies

These cookies remember visitor preferences.

Examples include:

- Language preferences
- Accessibility preferences
- Device settings
- Browser preferences

Functional cookies improve convenience but are not required for basic Website operation.

C. Analytics Cookies

Our Website may utilize **Google Analytics 4 (GA4)** to better understand visitor interactions.

Analytics cookies may collect information regarding:

- Pages viewed

- Time spent on pages
- Navigation patterns
- Device type
- Browser type
- Operating system
- Approximate geographic region
- Referring websites
- User engagement

This information helps improve Website content, usability, and performance.

The Brokerage does not use Google Analytics to identify individual visitors.

D. Advertising Cookies

Advertising technologies help measure the effectiveness of our marketing campaigns.

Our Website may use:

Google Ads

Google Ads conversion tracking measures interactions with our advertisements and Website.

Meta Pixel

Meta Pixel assists in evaluating advertising effectiveness across Facebook and Instagram.

LinkedIn Insight Tag

LinkedIn Insight Tag helps evaluate professional advertising campaigns and Website engagement originating from LinkedIn.

Advertising cookies may be used to measure campaign performance and improve future marketing efforts.

The Brokerage does not use advertising cookies to make automated decisions producing legal or similarly significant effects.

E. Future Cookies

As the Brokerage grows, additional cookies may be implemented to support:

- Property management services

- Rental services
- Customer relationship management (CRM)
- Client portals
- Appointment scheduling
- Live chat
- Secure document sharing

Whenever new categories of cookies are introduced, this Cookie Policy will be updated accordingly.

4.4. Information Collected Through Cookies

Cookies may collect:

- IP address
- Browser type
- Device type
- Operating system
- Screen resolution
- Pages viewed
- Website navigation
- Session duration
- Referral source
- Approximate geographic location
- Advertising interactions
- Anonymous identifiers

Cookies do not intentionally collect sensitive personal information.

4.5. Google Analytics 4

Our Website may use **Google Analytics 4** to analyze Website performance.

Google Analytics uses cookies and similar technologies to generate statistical reports regarding Website use.

Google may process this information in accordance with its own Privacy Policy.

Visitors may opt out of Google Analytics through Google's Browser Add-on where available.

The Brokerage does not attempt to identify individual users through Google Analytics.

4.6. Google Consent Mode

If implemented, Google Consent Mode v2 will respect visitor cookie preferences by adjusting Google services according to consent selections.

Where advertising or analytics consent has not been provided, Google tags may operate in a restricted measurement mode using aggregated or non-identifiable information where permitted.

4.7. Meta Pixel

Meta Pixel helps us understand whether advertising campaigns effectively reach interested consumers.

Meta may receive limited technical information regarding visits to our Website.

Meta processes such information in accordance with its own Privacy Policy.

The Brokerage does not control Meta's independent privacy practices.

4.8. LinkedIn Insight Tag

The Website may utilize the LinkedIn Insight Tag to evaluate advertising campaigns and improve professional outreach.

Information collected by LinkedIn is governed by LinkedIn's own privacy practices.

4.9. Wix Cookies

This Website is hosted by **Wix**, which places certain cookies necessary for website functionality, security, fraud prevention, and performance.

Some Wix cookies are essential and cannot be disabled without affecting core Website functionality.

Additional information regarding Wix cookies may be found in Wix's published documentation.

4.10. Managing Cookie Preferences

Visitors may manage cookies through:

- Browser settings
- Device settings
- Cookie preference tools implemented on the Website (if available)
- Google advertising settings
- Meta advertising settings

Disabling cookies may reduce certain Website functionality.

4.11. Do Not Track

Some web browsers transmit "Do Not Track" ("DNT") signals.

Because there is no universally accepted standard governing DNT signals, our Website does not currently respond to browser-based DNT requests.

However, where required by applicable Colorado law, we recognize qualifying **Universal Opt-Out Mechanism (UOOM)** signals for targeted advertising and related processing activities.

4.12. Third-Party Cookies

Certain third-party service providers may place cookies on the Website, including:

- Google
- Meta
- LinkedIn
- Wix
- IRES/MLS technology providers, where applicable

These providers maintain independent privacy policies governing their use of cookies.

The Brokerage encourages visitors to review those policies directly.

4.13. Children's Privacy

Our Website is intended for adults seeking real estate services.

We do not knowingly use cookies to collect personal information from children under thirteen (13) years of age.

4.14. Policy Updates

This Cookie Policy may be updated periodically to reflect changes in technology, applicable laws, or Brokerage operations.

Material revisions will become effective upon publication.

4.15. Contact Information

Questions regarding this Cookie Policy may be directed to:

Synergistic Real Estate LLC

Attn: Privacy Officer

Lesly Shed, Employing Broker

1309 Roe Deer St.

Severance, Colorado 80550

Phone:

970-560-3355

Email:

leslyshed@synergisticrealestatellc.com

Website:

<https://www.synergisticrealestatellc.com>

4.16. Cookie Retention Periods

4.16.1. Cookie Retention

Cookies remain on your device for varying periods depending upon their purpose.

Session Cookies

Session cookies are temporary and are automatically deleted when you close your web browser.

These cookies are typically used to:

- Maintain secure browsing sessions;
- Support Website navigation;
- Enable essential Website functionality.

Persistent Cookies

Persistent cookies remain on your device until they expire or are deleted through your browser settings.

Persistent cookies may be used to:

- Remember visitor preferences;
- Improve Website performance;
- Measure advertising effectiveness;
- Support analytics reporting;
- Recognize returning visitors.

The specific retention period for individual cookies depends upon the service provider placing the cookie, such as Wix, Google, Meta, or LinkedIn.

Where practicable, the Brokerage seeks to limit cookie retention to periods reasonably necessary for the intended purpose.

Third-Party Cookie Retention

Third-party providers maintain their own cookie retention schedules.

The Brokerage does not control how long cookies placed by third-party providers remain on a visitor's device.

Visitors are encouraged to review the privacy and cookie policies of those providers for additional information.

4.17. Cross-Border Data Processing

4.17.1. International Processing of Information

Although Synergistic Real Estate LLC operates exclusively within the State of Colorado, certain third-party technology providers supporting the Website may process information outside the State of Colorado or outside the United States.

These providers may include:

- Wix
- Google
- Meta
- LinkedIn
- Other cloud-based technology providers utilized by the Brokerage

Information processed by these providers is subject to their respective privacy practices, contractual commitments, and applicable legal requirements.

The Brokerage endeavors to work only with reputable service providers that maintain commercially reasonable safeguards for protecting personal information.

Nothing in this Cookie Policy alters the independent obligations or privacy practices of third-party providers.

4.18. Browser Controls and Withdrawal of Consent

4.18.1. Managing or Withdrawing Consent

Visitors may change their cookie preferences at any time.

Depending upon browser settings and available Website functionality, visitors may:

- Delete previously stored cookies;
- Block future cookies;
- Limit third-party cookies;
- Disable advertising cookies;
- Withdraw previously granted cookie consent;
- Modify browser privacy settings.

Instructions for managing cookies are generally available through the help pages of most major web browsers.

Where implemented, the Website's Cookie Preference Center will permit visitors to update previously selected cookie preferences without affecting access to essential Website functionality.

Please note that disabling certain cookies may affect the performance or availability of portions of the Website.

4.19. Accessibility of Cookie Preferences

4.19.1. Accessible Cookie Controls

Synergistic Real Estate LLC is committed to making cookie notices and cookie preference tools reasonably accessible to all Website visitors, including individuals with disabilities.

Where cookie consent tools are implemented, the Brokerage will make reasonable efforts to ensure they are compatible with assistive technologies and consistent with the principles of the Web Content Accessibility Guidelines (WCAG) 2.2 Level AA.

Visitors who experience difficulty accessing or managing cookie preferences may contact the Brokerage directly for assistance using the contact information provided in this Cookie Policy.

We welcome feedback regarding accessibility and will make reasonable efforts to improve accessibility where practical and appropriate.

SECTION 5

Colorado Privacy Act (CPA) Notice

Synergistic Real Estate LLC

Effective Date: July 21, 2026

Last Reviewed: July 21, 2026

5.1. Purpose

Synergistic Real Estate LLC ("Brokerage," "Company," "we," "our," or "us") respects the privacy rights of Colorado residents and is committed to handling personal information responsibly.

This Colorado Privacy Act Notice supplements our Privacy Policy and explains the privacy rights that may be available to Colorado residents under the Colorado Privacy Act ("CPA"), as amended.

Nothing in this Notice expands or limits rights provided under applicable law. If the CPA does not apply to the Brokerage based on its size or activities, we will nevertheless endeavor to honor reasonable privacy requests whenever practical and consistent with our legal obligations.

5.2. Personal Data We May Collect

Depending on how you interact with our Website or services, we may collect categories of personal data including:

- Name
- Email address
- Telephone number
- Mailing address
- Property address
- Real estate preferences
- Communications with the Brokerage
- Internet Protocol (IP) address
- Browser information
- Device information

- Website usage information
- Advertising interaction data
- Approximate geographic location
- Information voluntarily provided in emails or other communications

We do **not** knowingly collect sensitive personal data through our Website unless necessary to provide requested brokerage services or as required by law.

5.3. Why We Process Personal Data

We may process personal data for legitimate business purposes, including:

- Providing requested brokerage services;
- Responding to inquiries;
- Operating and improving our Website;
- Maintaining Website security;
- Measuring advertising performance;
- Understanding Website usage through Google Analytics 4;
- Complying with legal obligations;
- Maintaining required brokerage records;
- Preventing fraud and unauthorized activity.

Our Privacy Policy contains additional information regarding our legal basis for processing personal information.

5.4. Colorado Privacy Rights

Where the Colorado Privacy Act applies, Colorado residents may have the right to:

Confirm

Request confirmation regarding whether we process your personal data.

Access

Request access to personal data maintained by the Brokerage.

Correction

Request correction of inaccuracies in your personal data.

Deletion

Request deletion of personal data, subject to applicable legal exceptions.

Examples of situations where information may be retained include:

- Colorado Real Estate Commission record retention requirements;
- Existing contractual obligations;
- Pending transactions;
- Fraud prevention;
- Legal claims;
- Tax or accounting obligations.

Data Portability

Request a copy of certain personal data in a portable format where required by applicable law.

Opt-Out Rights

Where applicable, you may request to opt out of:

- Targeted advertising;
- The sale of personal data; or
- Certain forms of profiling that produce legal or similarly significant effects.

At this time, Synergistic Real Estate LLC **does not sell personal data for monetary compensation.**

The Brokerage also does not use personal information to make automated decisions that produce legal or similarly significant effects concerning consumers.

5.5. Universal Opt-Out Mechanisms

Where required by applicable Colorado law, the Brokerage will recognize valid **Universal Opt-Out Mechanism (UOOM)** signals relating to targeted advertising and other processing activities covered by the Colorado Privacy Act.

Recognition of UOOM signals does not affect processing necessary to:

- Operate the Website;
 - Prevent fraud;
 - Maintain security;
 - Comply with legal obligations; or
 - Provide requested brokerage services.
-

5.6. Exercising Privacy Rights

Colorado residents wishing to exercise applicable privacy rights may submit requests by contacting:

Synergistic Real Estate LLC

Attn: Privacy Officer

Lesly Shed, Employing Broker

1309 Roe Deer St.

Severance, Colorado 80550

Phone:

970-560-3355

Email:

leslyshed@synergisticrealestatellc.com

To protect consumer privacy, the Brokerage may request information reasonably necessary to verify the identity of the individual submitting the request before responding.

5.7. Appeals Process

If we deny a privacy request that is subject to the Colorado Privacy Act, the requesting individual may submit a written appeal within sixty (60) days of receiving our decision.

Appeals should include:

- The original request;
- The reason the requester believes the decision should be reconsidered; and
- Any additional information supporting the appeal.

The Brokerage will review the appeal in accordance with applicable law and provide a written response within the time required by the Colorado Privacy Act, if applicable.

If an appeal is denied and the CPA applies, the response will include information regarding any further rights available under Colorado law.

5.8. Data Security

The Brokerage maintains commercially reasonable administrative, technical, and physical safeguards designed to protect personal data against unauthorized access, use, disclosure, alteration, or destruction.

These safeguards may include:

- HTTPS encryption;
- Secure hosting through Wix;
- Password-protected administrative accounts;
- Limited administrative access;
- Software updates;
- Security monitoring; and
- Vendor management practices.

Although no system is completely secure, we continually seek to maintain appropriate security measures for the size and nature of our business.

5.9. Data Retention

We retain personal data only for as long as reasonably necessary to:

- Provide the services requested;
- Comply with legal obligations;
- Meet Colorado Real Estate Commission record retention requirements;
- Resolve disputes;
- Protect legal rights;
- Maintain business records.

When personal data is no longer needed and retention is not otherwise required by law, we will securely delete or anonymize the information where practicable.

5.10. Changes to This Notice

We may revise this Colorado Privacy Act Notice from time to time to reflect changes in applicable law, technology, or brokerage operations.

Updated versions become effective upon publication unless otherwise stated.

Material changes may be highlighted on the Website for a reasonable period.

5.11. Contact Information

Questions regarding this Notice or privacy requests may be directed to:

Synergistic Real Estate LLC

Attn: Privacy Officer

Lesly Shed, Employing Broker

1309 Roe Deer St.

Severance, Colorado 80550

Phone: (970) 560-3355

Email: leslyshed@synergisticrealestatellc.com

Website: <https://www.synergisticrealestatellc.com>

5.12. Identity Verification Procedures

5.12.1. Verifying Your Identity

To help protect the privacy and security of personal information, Synergistic Real Estate LLC may take reasonable steps to verify the identity of any individual submitting a request to exercise privacy rights.

Depending on the nature of the request, verification may include requesting information such as:

- Your name;
- Your email address;
- Your telephone number;

- The property address associated with your inquiry or transaction, if applicable;
- The approximate date of prior communications with the Brokerage; or
- Other information reasonably necessary to confirm your identity.

The Brokerage will request only the information reasonably necessary to verify the request and will use that information solely for identity verification, fraud prevention, and responding to the request.

If we are unable to verify your identity with reasonable confidence, we may decline the request or request additional information as permitted by applicable law.

5.12.2. Authorized Agent Requests

Requests Submitted by an Authorized Agent

Where permitted by applicable law, a Colorado resident may designate an authorized agent to submit a privacy request on their behalf.

To protect personal information, the Brokerage may require:

- Written authorization signed by the consumer;
- Verification of the consumer's identity;
- Verification of the authorized agent's identity; and/or
- Documentation establishing the agent's authority to act on the consumer's behalf.

The Brokerage reserves the right to communicate directly with the consumer to verify the request before releasing personal information or taking action on the request, where permitted by law.

Nothing in this section limits the Brokerage's obligation to comply with applicable legal requirements governing authorized representatives.

5.13. Non-Discrimination

Equal Treatment

Synergistic Real Estate LLC respects the privacy rights of all consumers and will not unlawfully discriminate against any individual for exercising applicable privacy rights under the Colorado Privacy Act or other applicable privacy laws.

Exercising privacy rights will not result in:

- A denial of brokerage services where those services can reasonably be provided;
- Different pricing or fees based solely on the exercise of privacy rights;
- A reduction in the quality of services provided; or
- Retaliation for submitting a privacy request.

However, certain personal information may be necessary for the Brokerage to:

- Verify identity;
- Provide requested real estate brokerage services;
- Comply with Colorado Real Estate Commission rules;
- Fulfill contractual obligations;
- Complete real estate transactions;
- Prevent fraud;
- Maintain required business records; or
- Comply with applicable federal, state, or local laws.

If the deletion or restriction of certain personal information prevents the Brokerage from providing a requested service or fulfilling a legal obligation, we will explain the reason to the consumer to the extent permitted by law.

The Brokerage is committed to treating all individuals with professionalism, fairness, and respect while honoring applicable privacy rights.

SECTION 6

Website Accessibility Statement

Synergistic Real Estate LLC

Effective Date: July 21, 2026

Last Reviewed: July 21, 2026

Next Recommended Review: July 2027

6.1. Our Commitment to Accessibility

Synergistic Real Estate LLC is committed to providing a website that is welcoming, inclusive, and accessible to all visitors.

We believe everyone should have equal access to information about buying, selling, leasing, renting, managing, and investing in real estate. We are committed to making our website as usable as reasonably possible for individuals of all abilities.

Accessibility is an ongoing effort, and we continually evaluate our website to improve usability, remove barriers, and provide an inclusive online experience.

6.2. Accessibility Standards

Our goal is to design, develop, and maintain our website in substantial conformance with the:

Web Content Accessibility Guidelines (WCAG) Version 2.2, Level AA

developed by the World Wide Web Consortium (W3C).

These internationally recognized guidelines are intended to improve accessibility for individuals with visual, hearing, mobility, cognitive, neurological, and other disabilities.

While no website can guarantee perfect accessibility under every circumstance or with every assistive technology, we are committed to making continual improvements.

6.3. Our Accessibility Efforts

Synergistic Real Estate LLC strives to incorporate accessibility best practices throughout the website, including:

- Clear and consistent navigation

- Logical page organization
 - Readable fonts and text spacing
 - Sufficient color contrast
 - Alternative text for meaningful images
 - Keyboard-accessible navigation where supported
 - Descriptive headings and labels
 - Accessible forms and interactive features as they are added
 - Responsive design for desktop, tablet, and mobile devices
 - Ongoing review of new website content for accessibility
-

6.4. Website Platform

Our website is hosted using the **Wix** platform.

Wix provides a variety of accessibility features and tools designed to support accessible website development. While some aspects of accessibility depend upon the underlying website platform and third-party technologies, Synergistic Real Estate LLC works to configure and maintain our website in a manner that supports accessibility whenever reasonably practicable.

6.5. Third-Party Content

Some portions of our website may include content, tools, or services provided by third parties, including but not limited to:

- IRES / MLS GRID IDX property search services
- Mortgage calculators
- Interactive maps
- Google services
- Meta technologies
- LinkedIn features

Although we encourage our vendors to provide accessible products and services, we cannot guarantee the accessibility of third-party content that is outside of our direct control.

Where feasible, we will work with our vendors to address known accessibility concerns.

6.6. Accessibility Features

Depending upon the page and available technology, visitors may benefit from features including:

- Keyboard navigation
- Screen reader compatibility
- Alternative text for images
- Consistent navigation menus
- Clearly identified links
- Resizable text using browser settings
- Mobile-friendly page layouts
- Accessible headings and page structure

Accessibility features may continue to evolve as our website is updated.

6.7. Ongoing Improvements

Accessibility is not a one-time project—it is an ongoing process.

As our website grows and new features are introduced, including future rental services, property management services, educational resources, and additional tools, we will make reasonable efforts to evaluate those features for accessibility before or shortly after implementation.

We periodically review our website to identify opportunities for improvement and welcome constructive feedback from visitors.

6.8. Need Assistance?

If you experience difficulty accessing any portion of our website or need assistance obtaining information available on our website, we encourage you to contact us.

Whenever reasonably possible, we will provide the requested information through an alternative communication method or work with you to identify an appropriate accommodation.

6.9. Contact Information

Accessibility requests or questions may be directed to:

Synergistic Real Estate LLC

Attn: Accessibility Coordinator

Lesly Shed, Employing Broker

1309 Roe Deer St.

Severance, Colorado 80550

Phone: **970-560-3355**

Email: **leslyshed@synergisticrealestatellc.com**

Website: **<https://www.synergisticrealestatellc.com>**

We strive to respond to accessibility inquiries as promptly as reasonably possible.

6.10. Accessibility Feedback

We value feedback from our visitors.

If you identify an accessibility barrier, please include, if possible:

- The webpage where the issue occurred;
- A brief description of the problem;
- The device and browser you were using (if known);
- Any assistive technology you were using (if applicable); and
- Your preferred method of contact.

Providing this information helps us investigate and address accessibility concerns more efficiently.

6.11. Policy Updates

This Accessibility Statement may be updated periodically to reflect improvements to our website, changes in applicable accessibility standards, or enhancements to our online services.

The most current version will always be available on our website.

6.12. Accessibility Governance

6.12.1. Accessibility as an Ongoing Practice

Synergistic Real Estate LLC recognizes that website accessibility is an ongoing responsibility rather than a one-time initiative.

Accessibility considerations are incorporated, where reasonably practicable, into the planning, design, development, maintenance, and ongoing improvement of our website and digital content.

When evaluating new website features, software integrations, or third-party technologies, we make reasonable efforts to consider their impact on accessibility before implementation whenever feasible.

As our brokerage expands to include additional services, such as property management, rental services, client portals, scheduling tools, or other online resources, we intend to evaluate those services with accessibility in mind and make reasonable improvements as technology and resources allow.

Accessibility considerations may include:

- Website navigation
- Interactive features
- Forms
- Downloadable documents
- Multimedia content
- Mobile usability
- Compatibility with assistive technologies
- User feedback received from visitors

Our objective is continual improvement through thoughtful planning and periodic review.

6.13. Accessibility Responsibilities

6.13.1. Commitment to Accessible Content

Synergistic Real Estate LLC is committed to creating and maintaining website content that is understandable, usable, and accessible.

Currently, website content is created and maintained by the Brokerage's Employing Broker. As the Brokerage grows, any employees, contractors, consultants, website developers, or authorized content contributors who create or update website content on behalf of the Brokerage will be encouraged to follow the accessibility principles described in this Accessibility Statement.

Reasonable efforts will be made to:

- Provide meaningful alternative text for images;
- Use descriptive headings and page titles;
- Maintain logical page organization;
- Avoid unnecessary accessibility barriers;
- Review new content for accessibility before publication whenever practical.

Because website technologies and accessibility standards continue to evolve, accessibility improvements will be incorporated as part of our normal website maintenance process whenever reasonably feasible.

6.13.2 Plain Language Commitment

Clear and Understandable Communication

Buying, selling, leasing, renting, or managing real estate can involve complex legal, financial, and technical concepts.

Whenever reasonably practical, Synergistic Real Estate LLC strives to present website content in language that is clear, organized, and understandable to a broad audience.

Our goal is to:

- Explain real estate concepts in plain language;
- Avoid unnecessary legal or technical jargon;
- Organize information using meaningful headings;
- Present information in a logical sequence;
- Improve readability across desktop and mobile devices.

Certain legal disclosures, statutory notices, contractual language, and regulatory requirements may necessarily contain technical or legal terminology. When appropriate, we endeavor to provide explanatory information to help visitors better understand those materials.

6.14. Accessible Documents

6.14.1. Accessible Downloadable Materials

From time to time, Synergistic Real Estate LLC may make brochures, guides, disclosures, educational materials, forms, or other downloadable documents available through the Website.

Whenever reasonably practicable, we strive to prepare downloadable documents with accessibility in mind, including:

- Searchable text rather than image-only documents;
- Logical heading structures;
- Readable fonts;
- Sufficient color contrast;
- Meaningful document titles;
- Alternative text for significant images where appropriate.

Because certain third-party forms, government publications, MLS materials, or other externally produced documents may not be under our control, we cannot guarantee the accessibility of every document made available through the Website.

If you need assistance accessing a downloadable document or would like to request an alternative format where reasonably feasible, please contact us using the information provided in this Accessibility Statement. We will make reasonable efforts to provide the requested information in a manner that is accessible to you.

SECTION 7

Website Disclaimer

Synergistic Real Estate LLC

Effective Date: July 21, 2026

Last Reviewed: July 21, 2026

Next Recommended Review: July 2027

7.1. Purpose

The information provided on the website of **Synergistic Real Estate LLC** ("Brokerage," "Company," "we," "our," or "us") is intended for general informational and educational purposes only.

This Website Disclaimer supplements, and should be read together with, our:

- Website Terms of Use
- Privacy Policy
- Cookie Policy
- Accessibility Statement
- Fair Housing Statement
- Wire Fraud Prevention Notice
- Other policies published on our Website

Nothing contained on this Website creates an agency relationship, brokerage agreement, fiduciary relationship, or contractual obligation unless established through a separate written agreement signed by the appropriate parties.

7.2. No Brokerage Relationship Created

Viewing this Website, sending an email, or communicating with the Brokerage through publicly available contact information does **not**, by itself, establish:

- A buyer agency relationship;
- A seller agency relationship;
- A landlord representation agreement;

- A tenant representation agreement;
- A property management agreement;
- A confidential relationship; or
- Any other brokerage relationship recognized under Colorado law.

A brokerage relationship is established only through a written agreement executed in accordance with applicable Colorado law.

7.3. General Information Only

The information presented on this Website is intended to provide general educational information regarding real estate and related topics.

Content should not be interpreted as:

- Legal advice;
- Tax advice;
- Accounting advice;
- Financial advice;
- Mortgage advice;
- Investment advice;
- Engineering advice;
- Surveying advice;
- Inspection advice;
- Insurance advice; or
- Professional advice of any other kind.

Visitors should consult appropriately qualified professionals regarding their individual circumstances before making decisions concerning real estate transactions.

7.4. Real Estate Market Information

Market statistics, neighborhood information, pricing trends, housing reports, blog articles, educational materials, and similar information are provided solely for general informational purposes.

Real estate markets change frequently due to economic conditions, interest rates, inventory levels, governmental actions, and other factors.

Past market performance does not guarantee future results.

The Brokerage makes no representation or warranty that market information will remain current after publication.

7.5. Property Information Disclaimer

Property information displayed through the Website is believed to be reliable but is not guaranteed.

Information may change at any time due to:

- New listings;
- Price changes;
- Status changes;
- Seller instructions;
- MLS updates;
- Corrections;
- Withdrawals;
- Market activity.

Visitors should independently verify all material information before relying upon property information displayed on the Website.

Where applicable, property information is displayed pursuant to authorized IDX agreements and applicable MLS rules. Required MLS and brokerage attribution notices will appear in accordance with those agreements.

7.6. Property Condition

The Brokerage does not guarantee the condition of any property displayed on this Website.

Visitors are encouraged to obtain appropriate inspections and evaluations by qualified professionals regarding:

- Structural systems;
- Mechanical systems;

- Electrical systems;
- Plumbing;
- Roof condition;
- Environmental conditions;
- Radon;
- Mold;
- Water quality;
- Septic systems;
- Wells;
- Survey matters; and
- Any other conditions material to a transaction.

7.7. Schools, Neighborhoods, and Community Information

Information concerning schools, neighborhoods, transportation, recreational amenities, utilities, zoning, demographics, crime statistics, or other community characteristics is provided for general convenience only.

Such information may be obtained from third-party sources and may change over time.

The Brokerage encourages visitors to verify information directly with the appropriate governmental agencies, school districts, or other authoritative sources.

The Brokerage does not guarantee the accuracy, completeness, or continued availability of such information.

7.8. Mortgage and Financial Information

Mortgage calculators, financing information, affordability estimates, and other financial resources are provided solely for educational purposes.

Actual financing terms, interest rates, closing costs, insurance premiums, taxes, lender requirements, and monthly payments may differ significantly.

Nothing on this Website constitutes a loan commitment, credit decision, financial recommendation, or lending advice.

7.9. Investment Disclaimer

Real estate investments involve risk.

The Brokerage does not guarantee appreciation, rental income, investment performance, tax advantages, or future market conditions.

Investment decisions should be made only after consultation with qualified legal, tax, accounting, and financial professionals.

7.10. Third-Party Resources

This Website may contain links to third-party websites and services, including lenders, inspectors, title companies, government agencies, mapping services, and other resources.

The Brokerage does not control and is not responsible for the accuracy, availability, accessibility, security, or privacy practices of third-party websites.

7.11. Equal Housing Opportunity

Synergistic Real Estate LLC is committed to providing professional real estate services in full compliance with:

- The federal Fair Housing Act;
- The Colorado Anti-Discrimination Act;
- The REALTOR® Code of Ethics (if applicable); and
- All other applicable fair housing laws.

Nothing contained on this Website should be interpreted as expressing a preference, limitation, or discrimination prohibited by law.

7.12. Artificial Intelligence (AI) Content Disclaimer

To improve efficiency and enhance the educational resources available through this Website, Synergistic Real Estate LLC may use artificial intelligence ("AI") tools to assist with drafting, organizing, summarizing, proofreading, or improving certain non-transactional content.

Examples may include:

- Educational articles;

- Blog posts;
- Community guides;
- General market summaries;
- Frequently asked questions;
- Website copy; and
- Informational resources.

When AI-assisted tools are used, the Brokerage's goal is for published content to be reviewed by the Employing Broker or another authorized representative before publication whenever reasonably practicable.

AI-generated or AI-assisted content may contain errors, omissions, outdated information, or inaccuracies. For that reason, visitors should not rely solely on AI-assisted content when making legal, financial, investment, or real estate decisions.

Nothing on this Website should be interpreted as advice generated by artificial intelligence or as a substitute for professional judgment, independent verification, or consultation with qualified professionals.

The Brokerage remains responsible for the overall operation of its Website and strives to provide information that is accurate and helpful, but cannot guarantee that all content will be complete, current, or free from error at all times.

7.13. Limitation of Reliance

Visitors assume full responsibility for evaluating the accuracy, completeness, and suitability of information obtained from this Website.

Except where prohibited by law, Synergistic Real Estate LLC shall not be liable for decisions made or actions taken in reliance upon information contained on this Website without independent verification.

7.14. Changes to Website Content

The Brokerage reserves the right to modify, update, remove, or correct Website content at any time without prior notice.

7.15. Contact Information

Synergistic Real Estate LLC

Attn: Lesly Shed, Employing Broker
1309 Roe Deer St.
Severance, CO 80550

Phone: **970-560-3355**

Email: **leslyshed@synergisticrealestatellc.com**

Website: <https://www.synergisticrealestatellc.com>

SECTION 8

Consumer Notice Regarding Electronic Communications & Cybersecurity

Synergistic Real Estate LLC

Effective Date: July 21, 2026

Last Reviewed: July 21, 2026

8.1. Our Commitment to Secure Communications

Synergistic Real Estate LLC is committed to protecting the confidentiality and integrity of communications with our clients, customers, and website visitors.

While electronic communications provide convenience and efficiency, no email system, text messaging platform, or internet-based communication method can be guaranteed to be completely secure.

For that reason, we encourage all parties involved in a real estate transaction to exercise caution when transmitting sensitive information electronically.

8.2. Email Communications

Email is one of the primary methods of communication used by the Brokerage.

Although we use reasonable safeguards to protect electronic communications, email messages may be subject to:

- Unauthorized interception
- Mis-delivery
- Delay
- Malware
- Phishing attempts
- Business email compromise
- Cybersecurity attacks

Clients should avoid transmitting highly sensitive information through unsecured email unless appropriate safeguards are in place.

8.3. Wire Fraud Awareness

Real estate transactions are frequent targets for cybercriminals.

Synergistic Real Estate LLC will never send revised wire instructions solely by email.

If you receive any communication requesting that you:

- Change wire instructions;
- Send funds to a different account;
- Make an urgent payment;
- Ignore previously provided instructions; or
- Send confidential financial information,

STOP.

Contact our office immediately using a **known telephone number** before taking any action.

Do **not** rely on telephone numbers, email addresses, or hyperlinks contained in the suspicious message.

8.4. Identity Verification

For your protection, we may verify your identity before discussing confidential transaction information or acting on certain requests.

Identity verification helps protect clients against fraud and unauthorized disclosure of confidential information.

8.5. Secure Third-Party Platforms

From time to time, the Brokerage may use secure third-party platforms for electronic signatures, document sharing, transaction management, or other business purposes.

When such platforms are used, clients will receive instructions directly from the authorized service provider.

8.6. Client Responsibilities

Clients are encouraged to:

- Protect account passwords.
- Keep devices updated.
- Use secure internet connections.
- Report suspicious communications immediately.
- Independently verify financial instructions.
- Notify the Brokerage promptly if an email account has been compromised.

Cybersecurity is a shared responsibility.

8.7. Limitation of Responsibility

Although the Brokerage employs commercially reasonable security practices, no communication system can eliminate all cybersecurity risks.

Except where prohibited by law, the Brokerage shall not be responsible for losses resulting from cybercriminal activity beyond its reasonable control, particularly where reasonable verification procedures were not followed.

SECTION 9

Website Copyright & Intellectual Property Policy

Synergistic Real Estate LLC

9.1. Ownership of Website Content

Unless otherwise indicated, the original content appearing on this Website is owned by or licensed to Synergistic Real Estate LLC.

This includes:

- Website design
- Original written articles
- Educational resources
- Blog posts
- Graphics
- Branding
- Logos
- Marketing materials
- Original photography
- Downloadable guides
- Videos created by the Brokerage

All rights are reserved.

9.2. MLS / IDX Content

Certain listing information, photographs, and related content are provided through authorized IDX agreements with **Information and Real Estate Services, LLC (IRES)** and **MLS GRID**.

Such information remains subject to the intellectual property rights of:

- Listing brokers
- Photographers

- MLS GRID
- IRES
- Participating MLS organizations
- Other applicable copyright owners

Nothing in this Website grants permission to reproduce or commercially use MLS listing information except as permitted by applicable IDX rules and agreements. This policy is intended to complement, not replace, the requirements imposed by your IDX agreement.

9.3. Permitted Use

Visitors may:

- View Website content;
- Print individual pages for personal use;
- Share links to Website pages;
- Reference publicly available information with appropriate attribution.

Visitors may not:

- Copy substantial portions of Website content;
 - Republish articles;
 - Reproduce photographs;
 - Remove copyright notices;
 - Create derivative works for commercial purposes;
 - Scrape Website content using automated tools.
-

9.4. Copyright Complaints

The Brokerage respects the intellectual property rights of others.

Copyright concerns may be submitted to:

Synergistic Real Estate LLC

Attn: Copyright Agent

1309 Roe Deer St.

Severance, Colorado 80550

Email:

leslyshed@synergisticrealestatellc.com

The Brokerage will review good-faith copyright complaints and respond in accordance with applicable law.

SECTION 10

Record Retention & Document Integrity Notice

Synergistic Real Estate LLC

10.1. Our Commitment

Maintaining accurate and complete records is an important part of providing professional real estate services.

Synergistic Real Estate LLC maintains business records in accordance with applicable Colorado laws, Colorado Real Estate Commission requirements, and sound business practices.

10.2. Records We May Maintain

Depending upon the services provided, brokerage records may include:

- Transaction files
- Agency agreements
- Listing agreements
- Purchase contracts
- Amendments
- Disclosures
- Inspection documents
- Correspondence
- Electronic communications
- Electronic signatures
- Accounting records
- Marketing records
- Website-related records
- Consumer privacy requests
- Accessibility requests

- Copyright notices
 - Cybersecurity reports
-

10.3. Electronic Records

Many brokerage records are created, maintained, or stored electronically.

Reasonable safeguards are used to help preserve the integrity, authenticity, and confidentiality of electronic records throughout their retention period.

10.4. Record Retention

Records are retained for the periods required by applicable Colorado law, Colorado Real Estate Commission rules, federal requirements where applicable, and legitimate business needs.

When records are no longer required, they may be securely destroyed or permanently deleted using commercially reasonable methods.

10.5. Document Integrity

The Brokerage makes reasonable efforts to preserve the integrity of its records.

When corrections or updates are necessary, records are maintained in a manner intended to preserve an accurate history of the transaction or communication, where appropriate.

10.6. Confidentiality

Access to brokerage records is limited to individuals with a legitimate business or legal need.

Information may be disclosed only:

- With client authorization;
 - As required by law;
 - Pursuant to court order;
 - To regulatory agencies;
 - To service providers assisting the Brokerage under appropriate confidentiality obligations.
-

SECTION 11

Brokerage Compliance Statement & Annual Legal Review Policy

Synergistic Real Estate LLC

Effective Date: July 21, 2026

Document Version: 1.0

Last Reviewed: July 21, 2026

Next Scheduled Review: July 2027

11.1. Purpose

Synergistic Real Estate LLC ("Brokerage," "Company," "we," "our," or "us") is committed to conducting its business with professionalism, integrity, transparency, and respect for the rights of consumers.

This Brokerage Compliance Statement describes our commitment to maintaining legal, ethical, and operational standards across our website, digital communications, marketing activities, and brokerage operations.

This Statement serves as the governance framework for the Brokerage's public-facing legal policies and should be read together with all other documents contained in this Website Governance & Compliance Manual.

11.2. Our Commitment

The Brokerage is committed to:

- Serving clients honestly, ethically, and professionally.
- Treating every individual with dignity, courtesy, and respect.
- Complying with applicable federal, Colorado, and local laws.
- Protecting confidential and personal information.
- Promoting accessibility and digital inclusion.
- Supporting fair housing and equal opportunity.
- Maintaining accurate business records.
- Using technology responsibly.

- Continuously improving our business practices.
-

11.3. Regulatory Compliance

The Brokerage strives to conduct its operations in accordance with all applicable laws and regulations governing its activities, including, as applicable:

- Colorado Real Estate Commission rules and regulations.
- Colorado Real Estate License Law.
- Colorado Consumer Protection Act.
- Colorado Privacy Act (when applicable).
- Federal Fair Housing Act.
- Colorado Anti-Discrimination Act.
- Americans with Disabilities Act (ADA), as applicable.
- Federal Trade Commission (FTC) truth-in-advertising and consumer protection requirements.
- CAN-SPAM Act, if electronic marketing communications are initiated in the future.
- Applicable copyright and intellectual property laws.
- Other federal, state, and local laws governing licensed real estate brokerage services.

Nothing in this Statement is intended to expand or limit legal obligations established by applicable law.

11.4. Professional Standards

Synergistic Real Estate LLC believes that legal compliance represents the minimum standard of professional conduct.

Accordingly, we strive to:

- Provide accurate and transparent information.
- Communicate honestly.
- Respect consumer privacy.
- Correct errors when identified.
- Maintain professional competence through continuing education.

- Adopt reasonable business practices designed to protect consumers.
-

11.5. Technology Governance

Technology plays an important role in modern real estate services.

The Brokerage seeks to use technology responsibly, including:

- Website security.
- Privacy protections.
- Cybersecurity awareness.
- Accessibility improvements.
- Responsible use of artificial intelligence.
- Secure electronic communications.
- Appropriate vendor management.
- Reasonable data protection practices.

Technology is periodically evaluated to ensure it continues to support the Brokerage's professional obligations and consumer expectations.

11.6. Artificial Intelligence Governance

Synergistic Real Estate LLC recognizes that artificial intelligence ("AI") and automated technologies are becoming increasingly integrated into business operations.

The Brokerage may use AI-assisted tools to improve administrative efficiency and support educational content, provided that such use is consistent with applicable law, ethical standards, and the Brokerage's commitment to professional judgment.

Examples of appropriate AI-assisted uses may include:

- Drafting educational website content;
- Proofreading and editing;
- Organizing information;
- Creating summaries;
- Preparing marketing materials;

- Assisting with administrative tasks.

The Brokerage does **not** rely solely on AI to make decisions requiring professional judgment, legal interpretation, fiduciary responsibilities, or licensed brokerage expertise.

Whenever reasonably practicable, AI-assisted public content will be reviewed by the Employing Broker before publication.

The Brokerage remains responsible for the accuracy, appropriateness, and compliance of information published under its name, regardless of the tools used in its preparation.

11.7. Website Governance

The Brokerage periodically reviews its website to evaluate:

- Accuracy of information.
- Accessibility.
- Privacy practices.
- Cookie disclosures.
- Cybersecurity.
- IDX compliance.
- Fair Housing compliance.
- Advertising compliance.
- Third-party technology integrations.
- Consumer usability.

Reasonable efforts are made to correct identified issues in a timely manner.

11.8. Vendor Oversight

The Brokerage works with third-party technology providers, including website hosting, IDX services, analytics providers, advertising platforms, and other vendors.

While each provider maintains its own systems and policies, the Brokerage seeks to select reputable providers that support commercially reasonable security, privacy, and operational practices.

The Brokerage periodically reviews vendor relationships as technology and business needs evolve.

11.9. Policy Review and Maintenance

This Website Governance & Compliance Manual is intended to be a living document.

The Brokerage will periodically review and update its policies to reflect:

- Changes in applicable laws or regulations;
- Colorado Real Estate Commission rule changes;
- Changes to federal privacy, accessibility, advertising, or consumer protection requirements;
- New website functionality;
- New business services;
- Changes in technology;
- Operational improvements; and
- Feedback from legal counsel, clients, or website users.

Unless circumstances require an earlier revision, the Brokerage intends to review this manual **at least annually**.

11.10. Version Control

To maintain consistency and document integrity, each policy included in this Manual should include:

- Effective Date
- Last Reviewed Date
- Version Number
- Next Scheduled Review Date

When material revisions are made, the Revision History should summarize:

- Date of revision;
- Sections modified;
- Reason for revision;
- Individual approving the revision.

Maintaining a documented revision history promotes transparency and assists in demonstrating ongoing compliance efforts.

11.11. Legal Counsel

This Website Governance & Compliance Manual has been prepared to promote transparency, consistency, and sound business practices.

It is intended to complement—not replace—the advice of qualified legal counsel.

The Brokerage encourages periodic review of this Manual by an attorney licensed to practice in the State of Colorado, particularly before implementing significant changes to website functionality, privacy practices, advertising activities, property management services, rental services, or other material business operations.

11.12. Questions or Concerns

Questions regarding this Manual or the Brokerage's compliance practices may be directed to:

Synergistic Real Estate LLC

Attn: Lesly Shed, Employing Broker

1309 Roe Deer St.

Severance, Colorado 80550

Phone: (970) 560-3355

Email: leslyshed@synergisticrealestatellc.com

Website: <https://www.synergisticrealestatellc.com>

APPENDIX A

Legal Glossary & Definitions

This Glossary is provided for convenience only. If a term is defined differently under applicable law, the legal definition shall control.

Accessibility

The practice of designing websites, documents, and digital content so that individuals with disabilities can access and use them effectively.

ADA

Americans with Disabilities Act, a federal civil rights law prohibiting discrimination against individuals with disabilities in many areas of public life.

AI (Artificial Intelligence)

Computer systems or software capable of assisting with drafting, organizing, summarizing, proofreading, translating, analyzing, or generating information. Within this Manual, AI refers to technology used as a support tool and **not** as a substitute for the professional judgment of a licensed real estate broker.

Brokerage

Synergistic Real Estate LLC, a Colorado licensed real estate brokerage.

Brokerage Relationship

A legal relationship created through a written brokerage agreement under Colorado law between the Brokerage and a buyer, seller, landlord, tenant, or other client.

Consumer

An individual acting in a personal, family, or household capacity who interacts with the Brokerage or its Website.

Cookie

A small text file stored on a visitor's device to support website functionality, security, analytics, preferences, or advertising.

Controller

Under certain privacy laws, the person or organization that determines why and how personal data is processed.

CPA

Colorado Privacy Act, as amended.

DMCA

Digital Millennium Copyright Act, the federal law governing online copyright protections and notice-and-takedown procedures.

Fair Housing Laws

Federal, Colorado, and local laws prohibiting unlawful discrimination in housing-related transactions.

FTC

Federal Trade Commission, the federal agency responsible for consumer protection and truth-in-advertising enforcement.

Google Analytics 4 (GA4)

A website analytics platform used to measure Website traffic and user engagement.

IDX

Internet Data Exchange, a system that permits participating real estate brokers to display MLS listing information pursuant to MLS rules and licensing agreements.

IRES

Information and Real Estate Services, LLC, the multiple listing service serving Northern Colorado and the IDX provider used by the Brokerage.

MLS

Multiple Listing Service, a cooperative database through which licensed real estate professionals share property listing information.

Personal Data / Personal Information

Information that identifies, relates to, describes, or can reasonably be linked to an identifiable individual, as defined by applicable law.

Processor

A third party that processes personal information on behalf of a controller.

Targeted Advertising

Displaying advertisements to a consumer based on personal information obtained from that consumer's activities over time or across websites, as defined by applicable law.

UOOM

Universal Opt-Out Mechanism, a browser or device-based signal recognized under certain privacy laws that communicates a consumer's preference to opt out of certain processing activities.

WCAG 2.2 AA

Web Content Accessibility Guidelines Version 2.2, Level AA, internationally recognized standards for accessible website design published by the World Wide Web Consortium (W3C).

APPENDIX B

Technology Provider Appendix

The Brokerage uses, or may use, trusted third-party technology providers to support Website operations. Each provider maintains its own terms and privacy practices.

Provider	Purpose	Data May Be Processed	Uses Cookies?	Essential?
Wix	Website hosting, security, and content management	Technical information, IP address, browser information, website functionality	Yes	Yes
IRES / COLLABORATE / MLS GRID	IDX property search and listing display	Property search activity, listing display interactions	Limited	Yes
Google Analytics 4	Website analytics	Device information, browser data, website usage	Yes	Optional
Google Ads	Advertising performance measurement	Advertising interactions and conversion data	Yes	Optional
Meta Pixel	Facebook and Instagram advertising measurement	Advertising interactions, browser information	Yes	Optional
LinkedIn Insight Tag	Professional advertising analytics	Website interactions, browser information	Yes	Optional

Vendor Management

The Brokerage periodically reviews its technology providers to help ensure they continue to support appropriate standards for privacy, security, accessibility, and operational reliability.

The inclusion of a provider in this Appendix does not constitute an endorsement of that provider's independent privacy or security practices. Visitors are encouraged to review each provider's published policies directly.

As the Brokerage adopts new technology—such as electronic signature platforms, secure client portals, property management software, or customer relationship management (CRM) systems - this Appendix will be updated accordingly.

APPENDIX C

Revision History Log

Maintaining a documented revision history promotes transparency, accountability, and continuous improvement. Material revisions to this Manual should be recorded below.

Version	Effective Date	Description of Changes	Approved By
1.0	July 21, 2026	Initial adoption of the Website Governance & Compliance Manual, including Privacy Policy, Website Terms of Use, Cookie Policy, Colorado Privacy Act Notice, Accessibility Statement, Website Disclaimer, Cybersecurity Notice, Copyright Policy, Record Retention Notice, Brokerage Compliance Statement, Technology Provider Appendix, and Legal Glossary.	Lesly Shed, Employing Broker
1.1	<i>(Future)</i>	Reserved for future updates.	Lesly Shed
1.2	<i>(Future)</i>	Reserved for future updates.	Lesly Shed

Final Section

Certification of Adoption

Synergistic Real Estate LLC

This Website Governance & Compliance Manual has been adopted by Synergistic Real Estate LLC as guidance for the operation of its public website and related digital communications.

This Manual reflects the Brokerage's commitment to:

- Professional and ethical real estate practices.
- Compliance with applicable Colorado and federal laws.
- Consumer privacy and transparency.
- Fair Housing principles.
- Website accessibility.
- Cybersecurity awareness.
- Responsible technology governance.
- Ongoing review and continuous improvement.

This Manual is intended to be reviewed periodically and updated as legal requirements, technology, industry standards, and Brokerage operations evolve.

Approved By:

Lesly Shed

Employing Broker / Owner
Synergistic Real Estate LLC

Date of Adoption: July 21, 2026

Manual Version: 1.0