



Subscription License Agreement for SaaS solutions

This SOFTWARE AS A SERVICE AGREEMENT (this "Agreement") is entered into on the ____ day of _____ (the "Effective Date") by and between Add-On Products, a Limited Company whose registered address is located at Roms Hule 8, 7100 Vejle, Denmark ("Vendor") and the entity _____ executing this Agreement ("Customer"). Customer's use of and Vendor's provision of Vendor's System (as defined below in Section 1.6 and Schedule B) are governed by this Agreement.

Vendor will make the Service available to Customer for the Term against payment of the Subscription Fee solely for use by Customer and its Users in accordance with the terms and conditions of this Agreement, the Documentation, and listed in Schedule B of this agreement.

EACH PARTY ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS, AND THAT THE PERSON SIGNING ON ITS BEHALF HAS BEEN AUTHORIZED TO DO SO. THE PERSON EXECUTING THIS AGREEMENT ON CUSTOMER'S BEHALF REPRESENTS THAT HE OR SHE HAS THE AUTHORITY TO BIND CUSTOMER TO THIS AGREEMENT.

1. DEFINITIONS

The following capitalized terms will have the following meanings whenever used in this Agreement.

- 1.1. "AUP" means Vendor's acceptable use policy currently posted at as set forth in Article 5.
- 1.2. "Customer Data" means data in electronic form input or collected through the System by or from Customer, including without limitation by Customer's Users.
- 1.3. "Documentation" means any operating manuals, user instructions, online help material, technical literature and other related materials of Vendor as may be supplied to the Customer (from time to time) to assist the Client in its use of the System.
- 1.4. "Order" means an order for access to the System.
- 1.5. "Privacy Policy" means Vendor's privacy policy, currently posted at www.add-on.com.
- 1.6. "System" means any systems used by Vendor in the provision of services under this Agreement, including those systems used to store, process or transmit any data or information whether held electronically, on paper or in any other form.
- 1.7. "SLA" means Vendor's standard service level agreement as in schedule A of this document.
- 1.8. "Term" is defined in Section 11.1 below.
- 1.9. "User" means any individual who uses the System on Customer's behalf or through Customer's account or passwords, whether authorized or not.

2. THE SYSTEM

- 2.1. **Use of the System.** During the Term, Customer may access and use the System pursuant to the terms of any outstanding Order, including such features and functions as the Order requires.
- 2.2. **Service Levels.** Vendor shall provide the remedies listed in the SLA for any failure of the System listed in the SLA. Such remedies are Customer's sole remedy for any failure of the System, and Customer recognizes and



agrees that if the SLA does not list a remedy for a given failure, it has no remedy. Credits issued pursuant to the SLA apply to outstanding or future invoices only and are forfeit upon termination of this Agreement. Vendor is not required to issue refunds or to make payments against such credits under any circumstances, including without limitation after termination of this Agreement.

- 2.3. **Documentation:** Customer may reproduce and use the Documentation solely as necessary to support Users' use of the System.
- 2.4. **System Revisions.** Vendor may revise System features and functions or the SLA at any time, including without limitation by removing such features and functions or reducing service levels. If any such revision to the System materially reduces features or functionality provided pursuant to an Order, Customer may terminate this Agreement in accordance with Section 11.1.

3. SYSTEM FEES

Customer shall pay Vendor the fee set forth in each Order (the "Subscription Fee") for each Term. Vendor will not be required to refund the Subscription Fee under any circumstances.

4. CUSTOMER DATA & PRIVACY

- 4.1. **Use of Customer Data.** Unless it receives Customer's prior written consent, Vendor:

- 4.1.1. shall not access, process, or otherwise use Customer Data other than as necessary to facilitate the System;

- 4.1.2. shall not intentionally grant any third-party access to Customer Data, including without limitation Vendor's other customers, except subcontractors that are subject to a reasonable nondisclosure agreement. Notwithstanding the foregoing, Vendor may disclose Customer Data as required by applicable law or by proper legal or governmental authority. Vendor shall give Customer prompt notice of any such legal or governmental demand and reasonably cooperate with Customer in any effort to seek a protective order or otherwise to contest such required disclosure, at Customer's expense.

- 4.2. **Privacy Policy.** The Privacy Policy applies only to the System and does not apply to any third-party website or service linked to the System or recommended or referred to through the System or by Vendor's staff.

- 4.3. **Risk of Exposure.** Customer recognizes and agrees that hosting data online involves risks of unauthorized disclosure or exposure and that, in accessing and using the System, Customer assumes such risks. Vendor offers no representation, warranty, or guarantee that Customer Data will not be exposed or disclosed through errors or the actions of third parties.

- 4.4. **Data Accuracy.** Vendor will have no responsibility or liability for the accuracy of data uploaded to the System by Customer, including without limitation Customer Data and any other data uploaded by Users.

- 4.5. **Data Deletion.** Vendor may, without any responsibility or liability to the Customer, permanently erase Customer Data if Customer's account is delinquent, suspended, or terminated for 30 days or more.

- 4.6. **Excluded Data.** Customer represents and warrants that Customer Data does not and will not include, and Customer has not and shall not upload or transmit to Vendor's computers or other media, any data ("Excluded Data") violative of local, state and federal laws concerning the use of information, data, privacy, and personally identifiable information (the "Excluded Data Laws").

CUSTOMER RECOGNIZES AND AGREES THAT:



4.6.1. VENDOR HAS NO LIABILITY FOR ANY FAILURE TO PROVIDE PROTECTIONS SET FORTH IN THE EXCLUDED DATA LAWS OR OTHERWISE TO PROTECT EXCLUDED DATA; AND

4.6.2. VENDOR'S SYSTEMS ARE NOT INTENDED FOR MANAGEMENT OR PROTECTION OF EXCLUDED DATA AND MAY NOT PROVIDE ADEQUATE OR LEGALLY REQUIRED SECURITY FOR EXCLUDED DATA.

5. CUSTOMER'S RESPONSIBILITIES & RESTRICTIONS

5.1. **Acceptable Use.** Customer shall comply with the AUP as set forth in this Article 5.

Customer shall not:

- 5.1.1. allow third parties to exploit the System;
- 5.1.2. provide System passwords or other log-in information to any third party;
- 5.1.3. share non-public System features or content with any third party;
- 5.1.4. access the System in order to build a competitive product or service, to build a product using similar ideas, features, functions or graphics of the System, or to copy any ideas, features, functions or graphics of the System.

If it suspects any breach of the requirements of this Section 5.1, including without limitation by Users, Vendor may suspend or permanently terminate Customer's access to the System without advanced notice, in addition to such other remedies as Vendor may have including, but not limited to, termination of this Agreement.

Neither this Agreement nor the AUP requires that Vendor take any action against Customer or any User or other third party for violating the AUP, this Section 5.1, or this Agreement, but Vendor is free to take any such action it sees fit.

5.2. **Unauthorized Access.** Customer shall take reasonable steps to prevent unauthorized access to the System, including without limitation by protecting its passwords and other log-in information. Customer shall notify Vendor immediately of any known or suspected unauthorized use of the System or breach of its security and shall use best efforts to stop said breach.

5.3. **Compliance with Laws.** In its use of the System, Customer shall comply with all applicable laws, including without limitation laws governing the protection of personally identifiable information and other laws applicable to the protection of Customer Data.

5.4. **Users & System Access.** Customer is responsible and liable for:

- 5.4.1. Users' use of the System, including without limitation unauthorized User conduct and any User conduct that would violate the AUP or the requirements of this Agreement applicable to Customer; and
- 5.4.2. any use of the System through Customer's account, whether authorized or unauthorized.

6. INTELLECTUAL PROPERTY & FEEDBACK

6.1. **Intellectual Property Rights to the System.** Vendor retains all right, title, and interest in and to the System, including without limitation all software used to provide the System and all graphics, user interfaces, logos, and trademarks reproduced through the System. This Agreement does not grant Customer any intellectual property license or rights in or to the System or any of its components.

Customer recognizes that the System and its components are protected by copyright and other laws.



6.2. **Feedback.** Vendor has not agreed to and does not agree to treat as confidential any Feedback (as defined below) Customer or Users provide to Vendor, and nothing in this Agreement or in the parties' dealings arising out of or related to this Agreement will restrict Vendor's right to use, profit from, disclose, publish, keep secret, or otherwise exploit Feedback, without compensating or crediting Customer or the User in question. Notwithstanding the provisions of Article 7 below, Feedback will not be considered Confidential Information. ("Feedback" refers to any suggestion or idea for improving or otherwise modifying any of Vendor's products or services.

7. CONFIDENTIAL INFORMATION

7.1. **"Confidential Information"** refers to the following items Vendor discloses to Customer:

- 7.1.1. any document Vendor marks "Confidential";
- 7.1.2. any information Vendor orally designates as "Confidential" at the time of disclosure, provided Vendor confirms such designation in writing within 7 business days;
- 7.1.3. the Documentation, whether or not marked or designated confidential;
- 7.1.4. any other nonpublic, sensitive information Customer should reasonably consider a trade secret or otherwise confidential. Notwithstanding the foregoing, Confidential Information does not include information that:
 - 7.1.4.1. is in Customer's possession at the time of disclosure;
 - 7.1.4.2. is independently developed by Customer without use of or reference to Confidential Information;
 - 7.1.4.3. becomes known publicly, before or after disclosure, other than as a result of Customer's improper action or inaction; or
 - 7.1.4.4. is approved for release in writing by Customer. Customer is on notice that the Confidential Information may include Vendor's valuable trade secrets.

7.2. **Nondisclosure.** Customer shall not use Confidential Information for any purpose other than for use of the System in accordance with this Agreement (the "Purpose"). Customer:

- 7.2.1. shall not disclose Confidential Information to any employee or contractor of Customer unless such person needs access in order to facilitate the Purpose and executes a nondisclosure agreement with Customer with terms no less restrictive than those of this Article 7; and
- 7.2.2. shall not disclose Confidential Information to any other third party without Vendor's prior written consent. Without limiting the generality of the foregoing, Customer shall protect Confidential Information with the same degree of care it uses to protect its own confidential information of similar nature and importance, but with no less than reasonable care. Customer shall promptly notify Vendor of any misuse or misappropriation of Confidential Information that comes to Customer's attention.

Notwithstanding the foregoing, Customer may disclose Confidential Information as required by applicable law or by proper legal or governmental authority. Customer shall give Vendor prompt notice of any such legal or governmental demand and reasonably cooperate with Vendor in any effort to seek a protective order or otherwise to contest such required disclosure, at Vendor's expense.

7.3. **Injunction.** Customer agrees that breach of this Article 7 would cause Vendor irreparable injury, for which monetary damages would not provide adequate compensation, and that in addition to any other remedy, Vendor will be entitled to injunctive relief against such breach or threatened breach, without proving actual damage or posting a bond or other security.



7.4. Termination & Return. With respect to each item of Confidential Information, the obligations of Section 7.2 above (Nondisclosure) will terminate 5 years after the date of termination of this Agreement or Customer's use of the System; provided that such obligations related to Confidential

Information constituting Vendor's trade secrets will continue so long as such information remains subject to trade secret protection pursuant to applicable law. Upon termination of this Agreement, Customer shall return all copies of Confidential Information to Vendor or certify, in writing, the destruction thereof.

7.5. Retention of Rights. This Agreement does not transfer ownership of Confidential Information or grant a license thereto. Vendor will retain all right, title, and interest in and to all Confidential Information.

8. REPRESENTATIONS & WARRANTIES

8.1. From Vendor. Vendor represents and warrants that it is the owner of the System and of each and every component thereof, or the recipient of a valid license thereto, and that it has and will maintain the full power and authority to grant the rights granted in this Agreement without the further consent of any third party; provided, however, Vendor's representations and warranties do not apply to use of the System in combination with hardware or software not provided by Vendor. In the event of a breach of the warranty in this Section 8.1, Vendor, at its own expense, shall promptly take the following actions:

- 8.1.1. secure for Customer the right to continue using the System;
- 8.1.2. replace or modify the System to make it non-infringing; or
- 8.1.3. terminate the infringing features of the Service and refund to Customer any prepaid fees for such features, in proportion to the portion of the Term left after such termination. In conjunction with Customer's right to terminate for breach where applicable, the preceding sentence states Vendor's sole obligation and liability, and Customer's sole remedy, for breach of the warranty in this Section 8.1 and for potential or actual intellectual property infringement by the System.

8.2. From Customer. Customer represents and warrants that:

- 8.2.1. it has the full right and authority to enter into, execute, and perform its obligations under this Agreement and that no pending or threatened claim or litigation known to it would have a material adverse impact on its ability to perform as required by this Agreement;
- 8.2.2. it has accurately identified itself and it has not provided any inaccurate information about itself to or through the System; and (c) it is a corporation, the sole proprietorship of an individual 18 years or older, or another entity authorized to do business pursuant to applicable law.

8.3. Warranty Disclaimers. Except to the extent set forth in the SLA and in Section 8.1 above,

CUSTOMER ACCEPTS THE SYSTEM "AS IS" AND AS AVAILABLE, WITH NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING

WITHOUT LIMITATION IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NONINFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS, OR ANY IMPLIED WARRANTY ARISING FROM STATUTE, COURSE OF DEALING, COURSE OF PERFORMANCE, OR USAGE OF TRADE. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING:



8.3.1. VENDOR HAS NO OBLIGATION TO INDEMNIFY OR DEFEND CUSTOMER OR USERS AGAINST CLAIMS RELATED TO INFRINGEMENT OF INTELLECTUAL PROPERTY;

8.3.2. VENDOR DOES NOT REPRESENT OR WARRANT THAT THE SYSTEM WILL PERFORM WITHOUT INTERRUPTION OR ERROR; AND

8.3.3. VENDOR DOES NOT REPRESENT OR WARRANT THAT THE SYSTEM IS SECURE FROM HACKING OR OTHER UNAUTHORIZED INTRUSION OR THAT CUSTOMER DATA WILL REMAIN PRIVATE OR SECURE.

9. INDEMNIFICATION.

9.1. Customer shall defend, indemnify, and hold harmless Vendor and the Vendor Parties (as defined below) against any "Indemnified Claim," meaning any third-party claim, suit, or proceeding arising out of or related to Customer's alleged or actual use of, misuse of, or failure to use the System, including without limitation:

9.1.1. claims by Users or by Customer's employees, as well as by Customer's own customers;

9.1.2. claims related to unauthorized disclosure or exposure of personally identifiable information or other private information, including Customer Data;

9.1.3. claims related to infringement or violation of a copyright, trademark, trade secret, or privacy or confidentiality right by written material, images, logos or other content uploaded to the System through Customer's account, including without limitation by Customer Data; and

9.1.4. claims that use of the System through Customer's account harasses, defames, or defrauds a third party or violates any law or restriction on electronic advertising. Indemnified Claims include, without limitation, claims arising out of or related to Vendor's negligence. Customer's obligations set forth in this Article 9 include retention and payment of attorneys and payment of court costs, as well as settlement at Customer's expense and payment of judgments. Vendor will have the right, not to be exercised unreasonably, to reject any settlement or compromise that requires that it admit wrongdoing or liability or subjects it to any ongoing affirmative obligations. (The "Vendor Parties" are Vendor's officers, directors, shareholders, parents, subsidiaries, agents, successors, and assigns.)

10. LIMITATION OF LIABILITY

10.1. **Value Cap.** VENDOR'S LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT WILL NOT EXCEED the Subscription Fee amounts paid by Customer during the twelve (12) months immediately preceding the occurrence of the event giving rise to Vendor's liability.

10.2. **Exclusion of Consequential Damages.** IN NO EVENT WILL VENDOR BE LIABLE TO CUSTOMER FOR ANY CONSEQUENTIAL, INDIRECT, SPECIAL, INCIDENTAL, OR PUNITIVE DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT.

10.3. **Clarifications & Disclaimers.** THE LIABILITIES LIMITED BY THIS ARTICLE 10 APPLY: (a) TO LIABILITY FOR NEGLIGENCE; (b) REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT, STRICT PRODUCT LIABILITY, OR OTHERWISE; (c) EVEN IF VENDOR IS ADVISED IN ADVANCE OF THE POSSIBILITY OF THE DAMAGES.

IN QUESTION AND EVEN IF SUCH DAMAGES WERE FORESEEABLE; AND (d) EVEN IF CUSTOMER'S REMEDIES FAIL OF THEIR ESSENTIAL PURPOSE. If applicable law limits the application of the provisions of this Article 10, Vendor's liability will be limited to the maximum extent permissible. For the avoidance of doubt, Vendor's liability limits



and other rights set forth in this Article 10 apply likewise to Vendor's affiliates, licensors, suppliers, advertisers, agents, sponsors, directors, officers, employees, consultants, and other representatives

11. Term & Termination

11.1. **Term.** The term of this Agreement (the "Term") will commence on the Effective Date and continue for the period set forth in the Order or, if none, indefinitely until either party terminates upon thirty (30) days' advance written notice (unless otherwise terminated earlier in accordance with Section

11.2. **Termination for Cause.** Vendor may terminate this Agreement, effective immediately, upon:

11.2.1. Customer's material breach of this Agreement;

11.2.2. the institution of any insolvency, bankruptcy or similar proceeding by or against the Customer;

11.2.3. an assignment for the benefit of creditors by Customer;

11.2.4. the appointment of a receiver over assets, an attachment of assets lasting more than thirty (30) days against Customer; or,

11.2.5. the Customer ceases to conduct its business operations in the ordinary course of business.

11.3. **Effects of Termination.** Upon termination of this Agreement, Customer shall cease all use of the System and delete, destroy, or return all copies of the Documentation in its possession or control. The following provisions will survive termination or expiration of this Agreement:

11.3.1. any obligation of Customer to pay Subscription Fees, or other fees, incurred before termination;

11.3.2. Articles and Sections 6 (IP & Feedback), 7 (Confidential Information), 8.3 (Warranty Disclaimers), 9 (Indemnification), and 10 (Limitation of Liability); and

11.3.3. any other provision of this Agreement that must survive to fulfill its essential purpose.

11.4. **Customer data.** All customer data will be deleted within 30 days after termination of this Agreement. If the Customer would like to have Data deleted earlier than this period Vendor must be informed. Vendor will meet Customer request within reasonable time frame.

12. MISCELLANEOUS

12.1. **Independent Contractors.** The parties are independent contractors and shall so represent themselves in all regards. Neither party is the agent of the other, and neither may make commitments on the other's behalf.

12.2. **Notices.** Vendor may send notices pursuant to this Agreement to Customer's email contact provided by Customer, and such notices will be deemed received upon sending. Customer may send notices pursuant to this Agreement to (which such notices deemed received 72 hours after they are sent):

Add-On Products Roms Hule 8 7100 Vejle Denmark

Email: info@add-on.com

12.3. **Force Majeure.** No delay, failure, or default, other than a failure to pay fees when due, will constitute a breach of this Agreement to the extent caused by acts of war, terrorism, hurricanes, earthquakes, other acts of god or of nature, strikes or other labor disputes, riots or other acts of civil disorder, embargoes, or other causes beyond the performing party's reasonable control.



- 12.4. **Assignment & Successors.** Customer may not assign this Agreement or any of its rights or obligations hereunder without Vendor's express written consent. Except to the extent forbidden in this Section 12.4, this Agreement will be binding upon and inure to the benefit of the parties' respective successors and assigns.
- 12.5. **Severability.** To the extent permitted by applicable law, the parties hereby waive any provision of law that would render any clause of this Agreement invalid or otherwise unenforceable in any respect. In the event that a provision of this Agreement is held to be invalid or otherwise unenforceable, such provision will be interpreted to fulfill its intended purpose to the maximum extent permitted by applicable law, and the remaining provisions of this Agreement will continue in full force and effect.
- 12.6. **No Waiver.** Neither party will be deemed to have waived any of its rights under this Agreement by lapse of time or by any statement or representation other than by an authorized representative in an explicit written waiver. No waiver of a breach of this Agreement will constitute a waiver of any other breach of this Agreement.
- 12.7. **Choice of Law & Jurisdiction:** This Agreement is governed by and interpreted in accordance with Danish law. Any disputes or claims relating to this Agreement shall be subject to the exclusive jurisdiction of the Danish Courts.
- 12.8. **Conflicts.** In the event of any conflict between this Agreement and any Vendor policy posted online, including without limitation the AUP or Privacy Policy, the terms of this Agreement will govern.
- 12.9. **Construction.** This Agreement will not be construed in favor of or against either party by reason of authorship.
- 12.10. **Entire Agreement.** This Agreement sets forth the entire agreement of the parties and supersedes all prior or contemporaneous writings, negotiations, and discussions with respect to its subject matter. Neither party has relied upon any such prior or contemporaneous communications.
- 12.11. **Amendment.** Vendor may amend this Agreement from time to time by posting an amended version at its Website and sending Customer written notice thereof. Such amendment will be deemed accepted and become effective thirty (30) days after such notice. Customer's continued use of the Service following the effective date of an amendment will confirm Customer's consent thereto. This Agreement may not be amended in any other way except through a written agreement by authorized representatives of each party. Notwithstanding the foregoing provisions of this Section 12.11, Vendor may revise the Privacy Policy and AUP at any time by posting a new version of either at the Website, and such new version will become effective on the date it is posted.



<i>Licensee:</i>	<i>Vendor:</i>
	Add-On Products, Roms Hule 8, 7100 Vejle, Denmark
Name in Print:	Name in Print:
Title in Print:	Title in Print:
Date and Signature:	Date and Signature:



Schedule A:

SERVICE LEVEL AGREEMENT

This Service level Agreement (SLA) is made effective on the above signed date between Add-On Vendor and Licensee, pursuant to the fore mentioned Subscription License agreement between Vendor and Licensee, the terms and conditions of which are incorporated herein by this reference.

In consideration of the mutual covenants set forth herein, the Parties agree as follows:

1. **Defined Terms.** The terms and conditions set forth in the Subscription License Agreement shall have the same meaning when used as defined terms in this SLA.
2. **Services Included.** Commencing upon the date of delivery of each Licensed Product and continuing thereafter in accordance with the provisions of this Agreement, Add-On Products agrees to provide the following Service Levels for the Licensed Product:
 - 2.1. As long as Licensee maintains their Subscription License agreement, Add-On Products shall correct any failure of the Licensed Product to operate in accordance with the applicable Acceptance Test Criteria.
 - 2.2. As long as Licensee maintains their SLA, Add-On Products shall provide to Licensee all revisions, updates, improvements, modifications, corrections, releases and enhancements (the "Updates") to the Licensed Products. Such Updates shall not degrade the performance, functioning or operation of the Licensed Products provided hereunder. If any such Updates are acceptable to Licensee, Add-On Products agrees to, within Add-On Products business hours, give Licensee all necessary telephonic assistance to install same, at no cost to Licensee. If any such Update is not acceptable to Licensee, Licensee may refuse to accept same, and, in such event, Add-On Products agrees to maintain the Licensed Product in the form in effect on the date Add-On Products requested Licensee to accept any such Update. However, Licensee must follow the [specified Life-cycle](#) for the product specified by the Add-On Products. For purposes of this Agreement, an Update once incorporated into any Licensed Product hereunder shall be considered a "Licensed Product" for all purposes hereunder.
 - 2.3. Add-On Products shall make available to Licensee, at no additional cost, any and all modifications to each Licensed Product that may be required to enable same to operate in conjunction with any new generally available releases of the operating system of the equipment on which such Licensed Product is installed as soon as Add-On Products has installed and operated said modification for its own internal use or for the use of any one of Add-On Products' other commercial licensees. Licensee will inform Add-On Products of any changes in the operating system, the equipment or in their environment which will have an effect on the Licensed Product Ninety (90) days prior to the change. All changes to Licensee IT environment must follow the Add-On Products' specified [supported platforms](#).
 - 2.4. Add-On Products shall provide remote technical assistance and consultation to Licensee through its regular Support Services (see option on www.add-on.com), Monday through Friday within the Licensee office business hours. Add-On Products representatives will record all error reports and coordinate responses in the following manner: For all reported errors, Licensee must inform Add-On Products about Licensee's ALN Number and Add-On Products will assign a Tracking Number. Calls will be returned according to the Severity Levels indicated in Tables I - II below. Add-On Products may provide repairs by furnishing corrective software for Licensee' installation.

Severity Level Definitions

Severity Level	Definition
Severity Level 1	All environments. A limitation on the client's use of the Licensed Products, but an acceptable workaround exists.
Severity Level 2	All environments. A severe restriction, but not a complete obstacle, to the client's ability to use the Licensed Products or the performance of the client's business operations. No acceptable workaround. Licensor may request the client's resources as necessary.
Severity Level 3	All environments. A limitation on the client's use of the Licensed Products, and an acceptable workaround doesn't exist.

Definitions of our support levels

AOP 1 st level support	AOP's 1 st level support is available at all times during business hours from Monday to Friday. Business hours regardless of the actual time zone. Our 1 st level support will be able to help with all regular support scenarios based on our own software. They will also help describing different scenarios for further assistance within our support department.
AOP 2 nd level support	AOP's 2nd level support is able to help with all scenarios regarding both our own software as well as 3rd party software issues both on usage and environmental platforms. This service will be performed by senior Microsoft Certified System Engineers.
AOP 3 rd level support	AOP's 3rd level support is able to help with all environmental issues which will require a hot-fix for our products. This service will be performed by Microsoft Certified Developers

Response Times

AOP Support Levels	Severity Level 3	Severity Level 2	Severity Level 1
1	Online	Online	Online
2	8 Business hours	8 Business hours	16 Business hours
3	8 Business hours	16 Business hours	On request



Platform support

Our Cloud solution is, platform wise, based on and powered by Microsoft Azure technology and, as such, we rely on their platform and offerings. This well proven technology brings a lot of choices and possibilities to the table yet also a secure platform with great uptime and scalability.

For your convenience, we have defined a Basic and Pro platform, which will ensure a worry-free component in our SaaS offerings. Here are a few details on the support they offer to their customers;

This Service Level Agreement for Microsoft Online Services (this "SLA") is a part of your Microsoft volume licensing agreement (the "Agreement"). Capitalized terms used but not defined in this SLA will have the meaning assigned to them in the Agreement. This SLA applies to the Microsoft Online Services listed herein (a "Service" or the "Services"), but does not apply to separately branded services made available with or connected to the Services or to any onpremises software that is part of any Service.

For all Virtual Machines that have two or more instances deployed in the same Availability Set, we guarantee you will have Virtual Machine Connectivity to at least one instance at least 99.95% of the time.

For any Single Instance Virtual Machine using premium storage for all Operating System Disks and Data Disks, we guarantee you will have Virtual Machine Connectivity of at least 99.9%.

You can read more [here](#). This links to various Microsoft Azure SLA's since all our platforms are based upon this.

Add-On Products Software Application Support

In addition to the Virtual Machine Connectivity, we guarantee our applications uptime to be of at least 97.9% - based on a yearly average.



Schedule B:

Licensed products

This License agreement covers:

Product name	Duration	License numbers	Licensed
Resource Central	1 year	As described in the license file	☐
Workspace	1 year	As described in the license file	☐
DS Service	1 year	As described in the license file	☐
Insights	1 year	As described in the license file	☐
			☐