

Docmo Usage Agreement

By downloading, installing, and/or otherwise using any software provided by Docmo, you ("Customer") agree to the following terms unless otherwise specified.

End User License Agreement

Subject to the terms and conditions of this End User License Agreement (this "Agreement") and subject to your payment of subscription fees ("Subscription Fees"), Document Modus Operandi, LLC ("Docmo"), a Texas limited liability company, grants Customer a limited, non-exclusive, and non-transferable license to use the accompanying software ("Software") only for your internal business purposes and only during the period for which your Subscription Fees have been paid ("Subscription Period"). This Agreement will govern all updates to the Software provided by Docmo unless otherwise stated.

As a memorandum of understanding for this Agreement, you agree that Docmo is run by honest and upstanding individuals and that feedback on everything related to the Software itself or Docmo business operations is encouraged. You agree that any potential issues can and should be primarily resolved through proactive and transparent communication. You also acknowledge that Docmo and its team members will do all things reasonably possible to enhance your experience with Docmo and the Software.

This Agreement is effective until terminated. Docmo and Customer both retain the right to terminate this Agreement at any time prior notification of either party. This Agreement will be interpreted, construed and enforced in accordance with the laws of the United States of America, the State of Texas; any legal action to enforce this Agreement shall be brought in the state or federal courts located in Harris County, Texas, USA.

By purchasing and using this Software, you acknowledge that the Software is provided as-is, without warranty. You hereby release Docmo of all liability to damages of any nature caused directly or indirectly by the Software itself, use and misuse of the Software. You grant Docmo the right to collect small amounts of information related to your usage of the Software such as document population counts and similar information.

The Software is, in perpetuity, the intellectual property of and owned by Docmo. You retain the right, during the Subscription Period, to distribute and share the Software within your organization. You agree to not share, distribute, sell or resell the Software for profit. You agree to not modify, reverse engineer, decompile, disassemble, or otherwise attempt to discover the source code of the Software.

Other General Details

Usage

The Software is designed to dynamically populate and prepare templates. It is compatible with data from other applications and databases. Business evolves and every business is unique, so customizations are accommodated and encouraged. Our Professional Services team can help.

Self-configuration of the product made easy due to the design of the codeless Tag Action protocol, the Software's various dialogues, and its integration with Microsoft Excel. Building (or changing) your



configuration, dynamic automation conditions, workflow logic, template design, app integrations, etc. is easy.

Getting Started, Relationship between Customer and Docmo

New Subscriptions are allotted an introductory screenshare to assist with installation, configuration, and getting started with Docmo. We intend to partner with all customers, rather than to only provide software. Our history is steeped in developing custom solutions: Docmo’s predecessor started in in 2011 as a consulting and custom development shop.

Pricing and Billing

Multiple pricing plans are offered; all permit unlimited users and single sign-on. More [details](#) are outlined on our website. Bulk pricing available upon request.

To accommodate unlimited users, the count of documents generated is metered. In our Standard packages, if more than 300 documents are generated in a month, Customer will be charged \$0.61 per document after the 300th document generated. Documents populated with more than 150 Tags will count as one document per 150 Tags (a document populated with between 151 and 300 Tags will count as two documents generated).

Payment is accepted via credit card and ACH.

✓	Period	Rate	Documents Generated	Cancellation Fee
	Standard, Monthly	\$200	300 (\$0.67/doc)	\$0
	Standard, Annually	\$2,200	300 (\$0.61/doc)	\$0
	Enterprise, Monthly	\$2,200	1000 (\$0.50/doc)*	\$0

**Plus a retainer of 8 hours of elevated Professional Services support for custom development, configuration, data connections, design, etc.*

We are pleased to partner with you!

Sincerely,

Lee

--

Lee Gilley,

Owner

Docmo