



# ConveneAGM End User Terms of Service

**Last Updated: 4 April 2022**

As the Customer Account Holder, its staff, representatives or service suppliers, you may be given an ConveneAGM account (Event End User Account) to use the Services for managing, conducting or participating in an Event such as an AGM. You can use the Services with limited functionality to access the Content in read-only format upon expiry of our Contract with you until you decide to permanently delete the Contents and the Event End User Accounts.

As shareholders of Customer Account Holder or members of the general public who are granted access to the ConveneAGM Services, you may gain access to the Services by registering or signing-up an account with us. You can keep and use the account for Events (contract such as AGMs) hold by different Customer Account Holders until you delete the account, or your account is removed or terminated by us in accordance with the Terms.

The following is the ConveneAGM End User Terms of Service (these "**Terms**"), for all ConveneAGM End Users, as defined in these Terms. Once accepted, these Terms will govern your use of the ConveneAGM services both outside and during the Event (though in the latter you will also be bound by our contract with the organization, that is, Customer Account Holder, sponsoring the Event). Our services (the "**Services**") include:

- (i) the ConveneAGM services or web-based online meeting solution provided by us or our affiliates for managing, conducting or participating in online meetings (such as annual general meetings), submitting, accessing, sharing and processing of data, files, or other content and live webcasting or webinar ;
- (ii) Any support, maintenance or other services we provide in relation to the ConveneAGM solution; and
- (iii) any written or electronic use or features guides, videos or other documentation of ConveneAGM provided or made available by us or our affiliates (the "User Guides").

**BY CONTRACTING WITH US, OR BY REGISTERING FOR AN ACCOUNT, OR ACCEPTING AN ACCOUNT CREATED FOR YOU, OR BY USING ANY OF THE SERVICES, YOU ARE INDICATING YOUR ACCEPTANCE OF THESE TERMS AND ARE AGREEING TO BE BOUND BY SUCH TERMS. THESE TERMS (OR ANY UPDATED VERSION) SHALL REMAIN IN EFFECT FOR AS LONG AS YOU HAVE NOT CLOSED OR CAUSED/REQUESTED YOUR ACCOUNT TO BE CLOSED.**

**Please note that, to the maximum extent permitted by applicable law and except as set out in these Terms, we do not provide warranties for the Services. This contract also limits our liability to you. See clauses 12 (including subclauses) and 13 for details.**

## 1. DEFINITIONS

1.1 For the purposes of these Terms,

- (a) "Affiliate" or "affiliate" means any entity that directly or indirectly controls, is controlled by, or is under common control with the subject entity. "Control," for purposes of this definition, means direct or indirect ownership or control of more than 50% of the voting interests of the subject entity.
- (b) "Customer Account Holder" means the Customer, that is, the organization or listed company who has contracted or procured Our Services.
- (c) "Content" means any information, files, materials, data or other content that you provide, submit or upload to our ConveneAGM solution for or in the course of preparing, conducting, managing, participating in or responding at an Event, excluding the data for creating and maintaining your ConveneAGM accounts.
- (d) "Contract" means the contract formed between us and the Customer Account Holder inclusive of terms and conditions that govern the latter's access and use of the ConveneAGM services for an Event.



- (e) "End User" means an individual or an organization who has signed up for a ConveneAGM account with us, or one who has authorized a Customer Account Holder to cause the creation of a ConveneAGM account for him/her/it, or one who has been authorized by the Customer Account Holder to participate in an Event using the Services in whatever capacity. End Users may include, for example, the Customer Account Holder's board members, executives, employees, consultants, shareholders, representatives of its corporate shareholders, meeting observers, and other participants in whatever capacity the Customer Account Holder has authorized them to participate in the Events.
- (f) "Event" means the online meeting, series of meetings, polls, deliberation, or any other activities conducted prior to or after the actual event (such as the actual AGM) and in relation thereto or as an incident thereof, such as but not limited to event registration, submission of proxy forms, approval of meeting resolutions, approval of minutes, generation of event reports, etc., or any such event organized by the Customer Account Holder and made accessible to the End Users through our Services, such as an Annual General Meeting scheduled or conducted through our Services.
- (g) "Event End User Account" means the ConveneAGM account created by or for an End User working for or participating in an Event on behalf of the Customer Account Holder (such as Customer Account Holder's staff, directors), or providing services to the Customer Account Holder as a third party provider (such as company secretaries, share registrar, scrutineer, etc.), and which accounts are kept and/or controlled by the Customer Account Holder. These accounts shall remain until the same are deleted upon request of the account holder or Customer Account Holder, or unless otherwise terminated under the provisions of these terms and/or the Contract.
- (h) "Personal End User Account" means the ConveneAGM account created by or for an End User but is not an Event End User Account. The End User may be a shareholder of Customer Account Holder or member of the general public. Through this account, the End User can participate in Events to which he/she was granted permission by the Customer Account Holders hosting the said Events. These accounts shall remain until the same are deleted by the account holder or unless otherwise terminated under the provisions of these terms and/or the End User Terms of Service.
- (i) "Terms of Service" means the ConveneAGM Terms of Service available at <https://www.azeusconvene.com/virtual-agm/terms>.
- (j) "We," "we", "Us", "us", "Our" or "our" means Azeus and/or Convene company described in clause 16.1 (Who You Are Contracting With, Notices, Governing Law and Jurisdiction).
- (k) "You", "you", "Your" or "your" means yourself, as either an Event End User Account or Personal End User Account holder.

## 2 CHANGES TO THESE TERMS

2.1 You agree that we may change these Terms from time to time due to changes in our Services and the laws that apply to us and you. We will date and post the most current version of these Terms on our Site. If we make any changes, we will notify you by revising the "Last Updated" date at the top of these Terms and in some cases, where appropriate, we may provide you with additional notice (such as adding a statement to our homepage or sending you an email notification). Any changes will be effective upon posting the revised version of these Terms (or such later effective date as may be indicated at the top of the revised Terms) except clauses which expressly provide otherwise.

2.2 If in our sole discretion we deem a revision to these Terms to be material, we may notify you via the Services and/or by email to the email address associated with your account. Notice of other changes may be provided on the Site or related Convene blogs. We therefore encourage you to check the date of these Terms whenever you visit the Site to see if these Terms have been updated.

2.3 If we do update these Terms and you do not agree to the updated Terms, you shall be free to decide whether to accept the terms or stop using the Services. You can deactivate your account with us at any time by sending an email request to [support@conveneagm.com](mailto:support@conveneagm.com)



**2.4 Your continued access or use of any portion of the Services constitutes your acceptance of such changes. If you do not agree to any of the changes, we are not obligated to keep providing the Services, and you must cancel and stop using the Services.**

### 3. UPDATES AND CHANGES TO THE SERVICE

3.1 We may update or make changes to the Services from time to time. We reserve the right, in our sole discretion, to make necessary unscheduled deployments of changes, updates or enhancements to the Services at any time.

### 4. ACCESS TO THE SERVICE

4.1 As the Customer Account Holder, its staff, representatives or suppliers, you may be given an Event End User Account to use the Services for managing, conducting or participating in an Event. You can use the Services with limited functionality to access the Content in read-only format upon expiry of the Contract until you decide to permanently delete the Contents and the Event End User Accounts.

4.2 As a shareholder of Customer Account Holder or a member of the general public who are granted access to the Services, you may gain access to the Services by registering or signing-up a Personal End User Account with us. Upon registering and accepting these Terms, a contract is thereby formed between us and you concerning your personal use and access to the Services. The terms of such contract shall be as set out by these Terms.

4.3 As a Personal End User Account holder,

4.3.1 Upon creating or accepting a Personal End User Account, or by gaining access to the Services, and except as otherwise provided, you agree and acknowledge that you give us your consent to collect, process, and retain your personal data as a Data Controller or as a Data Processor for creating and maintaining your account and for providing the Services to you including but not limited to your participation in different Events, in accordance with Clause 11 hereof and its sub-clauses.

4.3.2 You may use the Personal End User Account to register and participate in different Events held by different Customer Account Holders. If you are granted access to the Services by a Customer Account Holder to participate in an Event,

- (a) you are agreeing to these Terms, and to use the Services within the bounds of our agreement with the Customer Account Holder and the ConveneAGM Terms of Service (available at <https://www.azeusconvene.com/virtual-agm/terms>), so far as the Event sponsored by the Customer Account Holder is concerned; and
- (b) you agree that for purposes of addressing legal concerns, liabilities, and data privacy concerns, you may be considered as member of the Customer Account Holder, and may be prohibited from claiming against us (except as part of or in the name of the Customer Account Holder).

4.3.3 You agree and confirm that you are using the Services strictly in your personal capacity or as an authorized person from a corporate shareholder, and that your use of and access to the Services shall be on a non-exclusive, non-transferable basis, and subject at all times to these Terms and applicable law.

4.4 As an Event End User Account holder,

4.4.1 You agree that upon expiration of the Contract, we shall retain the Contents after the Event and the Contents can only be accessed with limited functionality in read-only format, and the Services to be provided to you with respect to the Event shall be considered completed. We shall keep the data in your account until you choose to permanently remove it.



4.4.2 While the event is considered completed pursuant to clause 4.4.1, you may still log-in to access the Contents in a read-only format for reference to the completed Event.

4.4.3 You agree that the Customer Account Holder shall have the right to manage or remove the Event End User Accounts, or take the account back from you.

4.4.4 You agree and confirm that you are using the Services strictly as an authorized person from a corporate shareholder, and that your use of and access to the Services shall be on a non-exclusive, non-transferable basis, and subject at all times to these Terms and applicable law.

4.5 You agree that in addition to these Terms, your access and use of the Services during the Event, including the features made available to you for the Event and all other terms, conditions, obligations, and liabilities of the parties for such Event, shall be governed by the ConveneAGM Terms of Service and/or our contract with the Customer Account Holder hosting the Event.

4.6 You acknowledge that for purposes of any Event in which you participate in whatever capacity, or in which you are admitted to view or spectate, and solely in connection thereto; any information we collect or you provide to us in connection for such Event, will be shared to the Customer Account Holder in accordance with Clause 11 hereof.

**4.7 You do not obtain any other right or interest in Convene or the Services except as expressly set forth herein.**

4.8 You may be denied access to the Services and fail to participate in a scheduled Event, where;

- (a) the Customer Account Holder conducting or sponsoring the Event has not authorized you to participate;
- (b) the Customer Account Holder conducting or sponsoring the Event failed to confirm with us your authority to participate;
- (c) the Customer Account Holder conducting or sponsoring said Event did not give a complete or gave incomplete instructions or information regarding your participation;
- (d) the number of End Users authorized to use the Services at any time, has exceeded the number purchased by or granted to the Customer Account Holder you are affiliated with.

## 5. ACCEPTABLE USE OF THE SERVICES AND USER CONDUCT

5.1 Notwithstanding anything to the contrary in these Terms, only you may utilize the Services and you shall not allow a third party to have access to or otherwise use the Services. In particular, you agree that you will not allow the usage of the Services by third party who seek to build a competing product or service, or competitors who sell product or service similar to ours. You further agree to confess judgment and to be jointly and severally bound with such unrelated third parties, in case of above-explained fraudulent use of the Services and may therefore face legal action as a result thereof.

5.2 You must not use the Services to harm others or the Services. For example, you must not use the Services to harm, threaten, or harass another person, organization, or us and/or to build a similar service or website. You must not: damage, disable, overburden, or impair the Service (or any network connected to the Services); resell or redistribute the Services or any part of it; use any unauthorized means to modify, reroute, or gain access to the Services or attempt to carry out these activities; or use any automated process or Services (such as a bot, a spider, or periodic caching of information stored by us) to access or use the Services.

5.3 In addition, you promise that you will not and will not encourage or assist any third party to:

- (a) Copy, reproduce, modify, alter, tamper with, repair or otherwise create derivative works of our products and services;
- (b) reverse engineer, disassemble or decompile our Services, or attempt to discover or recreate the source code used to provide or access the Services;



- (c) use the Service in any manner or for any purpose other than as expressly permitted by these Terms, any User Guides or any other policy, instruction or terms applicable to the Service that are available on the Service ("Policies");
- (d) sell, lend, rent, resell, lease, sublicense or otherwise transfer any of the rights granted to you with respect to the Services to any third party;
- (e) remove, obscure or alter any proprietary rights notice pertaining to the Services;
- (f) access or use the Services in a way intended to improperly avoid incurring fees or exceeding usage limits or quotas;
- (g) use the Services in connection with the operation of nuclear facilities, aircraft navigation, communication systems, medical devices, air traffic control devices, real time control systems or other situations in which the failure of the Services could lead to death, personal injury, or physical property or environmental damage;
- (h) use the Services to: (i) engage in any unlawful or fraudulent activity or perpetrate a hoax or engage in phishing schemes or forgery or other similar falsification or manipulation of data; (ii) send unsolicited or unauthorized junk mail, spam, chain letters, pyramid schemes or any other form of duplicative or unsolicited messages, whether commercial or otherwise; (iii) advertise or promote a commercial product or service that is not available through Convene unless your account is subject to a business subscription; (iv) store or transmit inappropriate Content, such as Content: (1) containing unlawful, defamatory, threatening, pornographic, abusive, libellous or otherwise objectionable material of any kind or nature, (2) containing any material that encourages conduct that could constitute a criminal offence, or (3) that infringes the intellectual property rights or rights to the publicity or privacy of others; (v) store or transmit any Content that contains or is used to initiate a denial of service attack, software viruses or other harmful or deleterious computer code, files or programs such as Trojan horses, worms, time bombs, cancelbots, or spyware; or (vi) abuse, harass, stalk or otherwise violate the legal rights of a third party;
- (i) interfere with or disrupt servers or networks used by us to provide the Services or used by other users to access the Services, or violate any third party regulations, policies or procedures of such servers or networks or harass or interfere with another user's full use and enjoyment of any Software or the Services;
- (j) access or attempt to access Convene's other accounts, computer systems or networks not covered by these Terms, through password mining or any other means;
- (k) cause, in our sole discretion, inordinate burden on the Service or Convene's system resources or capacity; or
- (l) share passwords or other access information or devices or otherwise authorize any third party to access or use the Services.

## 6. ELECTRONIC COMMUNICATIONS AND SOLICITATION

6.1 By registering for an ConveneAGM account, or by accessing the Services, you understand that we may use your email address to send you communications or data regarding the Services, including but not limited to (a) notices about your use of the Services, including any notices concerning violations of use, (b) updates, and (c) where you agree, promotional information and materials regarding Convene's products and services, via electronic mail.

## 7. CONTENT

7.1 Save for the data we need to create and maintain the Personal End User Accounts, we do not claim ownership of any Content that is transmitted, stored, or processed in your account(s) and such Content is your or the Customer Account Holder's sole responsibility as the person who created the Content or introduced it into the Services, or as the person who authorized others to create the Content or introduce it into the Services. We also do not verify or endorse the Content that you and others make available on the Service.

7.2 Where applicable, we provide functions that allow you to control who may access your Content. If you enable the features that allow you to share the Content with others, anyone you have shared content with may have access to your Content.

7.3 All Content concerning an Event shall be owned by the Customer Account Holder. We do not own, control or direct the use of any such Content. Only you or the Customer Account Holder and other End-Users as you or the Customer Account





Holder authorized, are entitled to access, retrieve and direct the use of such information. We do not directly access such information or data except as authorized by you or as necessary to provide Services to you.

7.4 You represent and warrant that: (a) you have all the rights to the Content necessary for you to use the Services and to grant the rights in this clause; and, (b) the storage, use or transmission of the Content does not breach any law or these Terms.

7.5 You will: (a) be solely responsible for the nature, quality and accuracy of the Content you transmit, share or upload to the Services; (b) ensure that the Content (including the storage or transmission thereof) complies with these Terms and any and all applicable laws, and regulations; and (c) promptly handle and resolve any notices and claims relating to the Content, including any notices sent to you by any person claiming that any Content violates any person's rights, such as take-down notices and any other notices.

7.6 We shall use reasonable skill and due care in providing the Services, but we do not guarantee or promise that any Content you may store or access through the Services will not be subject to inadvertent damage, temporary unavailability, corruption or loss. To the maximum extent permitted by law and except as set out in these Terms, we will have no liability of any kind as a result of the deletion of, correction of, destruction of, damage to, loss of or failure to store, access or encrypt any Content unless it was directly due to our fault.

7.7 You must immediately notify us in writing of any unauthorized use of any (a) Content (b) any ConveneAGM Account or (c) the Services that comes to your attention. In the event of any such unauthorized use by any third party that obtained access through you, you will take all steps necessary to terminate such unauthorized use. You will provide us with such cooperation and assistance related to any such unauthorized use as we may reasonably request.

7.8 Save for all Content concerning an Event which shall be owned by the Customer Account Holder, all right, title and interest (including all intellectual property rights therein) in your Content as well as any other data you supply to us for our delivery of the Services (the "End User Materials") shall be owned by and remain vested in you (or your licensors).

7.9 By registering an account with us or using the Services, you grant to us a non-exclusive, universal, and royalty-free licence to use End User Materials (and including a right to sub-licence) for the exclusive purpose of providing the Services and performing our obligations in accordance with the Terms.

## 8. SUSPENSION AND TERMINATION OF YOUR USE OF THE SERVICES

8.1 We reserve the right to temporarily suspend or terminate your access to the Services, or withhold all or any part of the Services, at any time in our sole discretion, without incurring liability of any kind to you for: (a) your actual or suspected violation of these Terms; (b) your use of the Services in a manner that may cause us to have legal liability or disrupt others' use of the Services; (c) the suspicion or detection of any malicious code, virus or other harmful code by you or in your account; (d) scheduled downtime and recurring downtime; (e) use of excessive storage capacity or bandwidth (where applicable); or (h) any unavailability caused by circumstances beyond our reasonable control, including, for example, an act of God, act of government, flood, fire, earthquake, civil unrest, act of terror, strike or other labour problem (other than one involving our employees), unplanned technical problems and outages, Internet service provider failure or delay, failure or service unavailability from third party providers such as hosting, webcasting solution or filming service providers, or denial of service attack. If, in our determination, the suspension might be indefinite and/or we have elected to terminate your access to the Services, we will use commercially reasonable efforts to notify you through the Services.

8.2 We may also terminate your access to the Services for any reason by providing you 30 days' advance notice pursuant to the Contract.

8.3 In connection with Clause 8.1(d), you agree that any suspension of Services during the scheduled downtime shall not be considered when determining our level of fulfillment against any service level commitment (including the percentage of



service availability) we agreed with you, and if you have subscribed hosted Services, you agree that scheduled downtime can be arranged during the below hours:

- (a) 2:00 AM to 6:00 AM EST daily for customers using Services hosted in our United States servers
- (b) 2:00 AM to 6:00 AM EST daily for customers using Services hosted in our Canada servers
- (c) 2:00 AM to 7:00 AM CET daily for customers using Services hosted in our Europe servers
- (d) 12:00 AM to 5:00 AM AEST daily for customers using Services hosted in our Australia servers
- (e) 12:00 AM to 5:00 AM KSA daily for customers using Services hosted in our Middle East servers
- (f) 1:00 AM to 6:00 AM SGT daily for customers using Services hosted in our Asia servers

8.4 You acknowledge that if your access to the Services is suspended or terminated pursuant to Clause 8.1 of these Terms, you may no longer have access to the Content that is stored with the Services.

8.5 You shall export any data you require from the Services (if applicable) before removal or deletion of your account. Upon deletion, we will have no obligation to maintain any data stored in your account.

8.6 On termination for any reason

- (a) all rights granted to you under these Terms shall cease;
- (b) you shall cease all activities authorized by these Terms or by our Agreement with the Customer Account Holder you are affiliated with.

## 9. THIRD PARTY SERVICES AND CONTENT

9.1 All transactions you make using the Services are between the relevant transacting parties only. The Services may contain features and functionalities linking you or providing you with certain functionality and access to third party content, including web sites, directories, servers, networks, systems, information and databases, applications, software, programs, products or services, and the Internet as a whole. You acknowledge and agree that we are not responsible for such content or services. We are not an agent of any such transacting parties, nor are we a direct party in any such transaction. Any such activities, and any terms associated with such activities, are solely between you and the applicable third-party. Similarly, we are not responsible for any third party content you access with the Services, and you irrevocably waive any claim against us with respect to such sites and third-party content.

9.2 We shall have no liability, obligation or responsibility for any such correspondence, purchase or promotion between you and any such third-party. You should make whatever investigation you feel necessary or appropriate before proceeding with any online or offline transaction with any of these third parties.

**9.3 You are solely responsible for your dealings with any third party related to the Services, including the delivery of and payment for goods and services.**

9.4 Should you have any problems resulting from your use of any third party services, or should you suffer data loss or other losses as a result of problems with any of your other service providers or any third-party services, we will not be responsible unless the problem was the direct result of our breaches.

## 10. OUR PROPRIETARY RIGHTS

10.1 As between us and you, we or our affiliates or our licensors own and reserve all right, title and interest in and to the Services and all hardware, software and other items we used to provide the Services (including all intellectual property rights therein), other than the rights explicitly granted to you to use the Services in accordance with this Terms. No title to or ownership of any proprietary rights related to the Services is transferred to you pursuant to these Terms. You acknowledge that all intellectual property rights embodied in the Services and any bespoke development shall be, and shall remain, the



sole property of us, our affiliates or our licensors (as the case may be). All rights not explicitly granted to you are reserved by us. In the event that you provide comments, suggestions and recommendations to us with respect to the Services (including, without limitation, with respect to modifications, enhancements, improvements and other changes to the Services) (collectively, "Feedback"), you hereby grant to us a world-wide, royalty free, irrevocable, perpetual license to use and otherwise incorporate any Feedback in connection with the Services.

## 11. PRIVACY AND DATA SECURITY

**11.1 Use of Data :** In order to operate and provide the Services, we collect certain personal information and data about you. As part of the Services, we may also automatically upload information about your computer or device, your use of the Services, and the performance of the Services.

**11.2 Data Processing :** Save for the personal data for creating and maintaining your Personal End User Account in which case we are the "data controller", if we process any personal data on your behalf when performing our obligations under these terms, the parties record their intention that you or the Customer Account Holder (when you are connected to an Event) shall at all times be the "data controller" and we shall be a "data processor" and in any such case we shall process such personal data in accordance with these Terms and any lawful instructions reasonably given by you or the Corporate Account Holder from time to time, and in all cases, subject to our ConveneAGM Privacy Policy accessible at <http://www.zeusconvene.com/virtual-agm/privacypolicy/> and applicable law.

11.3 If you are an Event End User Account holder, or you are a Personal End User Account holder and have registered and been accepted to participate in an Event by the Customer Account Holder, whereby you or said Customer Account Holder shared or will share your personal data to us for purposes of the Event sponsored by said Customer Account Holder, you acknowledge that you have given your lawful consent to the Customer Account Holder for the processing of your personal data.

11.4 Upon creating or accepting a Personal End User Account, you are giving us your consent for the processing of your personal data for the creation and maintenance of your account as a data controller, until you delete or close down your account, or until we decide to terminate the services for whatever reason, whichever comes first.

11.5 Regardless of whether you are an Event End User Account or Personal End User Account holder, any information that has previously been collected through the Services and provided to the Customer Account Holder you are affiliated with in accordance with our contract with the Customer Account Holder, will continue to be used by the Customer Account Holder in accordance with the Customer Account Holder's Privacy Policy.

11.6 You acknowledge and agree on how we collect and use your personal information as set out in our ConveneAGM Privacy Policy at <http://www.zeusconvene.com/virtual-agm/privacypolicy/> .

**11.7 European Specific Provision (When acting as a Data Processor)** - While we process any of your personal data on your behalf when performing our obligations under the Contract or our contract with the Customer Account Holder with whom you are affiliated with, and that you are subject to applicable data protection laws of the European Union, the European Economic Area and/or their member states, Switzerland, or the United Kingdom such as the EU General Data Protection Regulation (GDPR) or the UK Data Protection Act 2018, the terms of the Data Processing Addendum at [www.zeusconvene.com/virtual-agm/legal/dpa/](http://www.zeusconvene.com/virtual-agm/legal/dpa/), which are hereby incorporated by reference, shall apply.

**11.8 European Specific Provision (When acting as a Data Controller)** - For Personal End User Accounts, we are the data controller for the personal data for creating and maintaining the accounts. Where you are subject to applicable data protection laws of the European Union, the European Economic Area and/or their member states, Switzerland, or the United Kingdom such as the EU General Data Protection Regulation (GDPR) or the UK Data Protection Act 2018, and if there is transfer of your personal data to us outside EU, EEA, Switzerland or UK since you contract with an Azeus or Convene entity outside these countries or locations, the transfer will be made on the basis of the Controller to Controller Standard Contractual Clauses 2004 (Set II) (Commission Decision 2004/915/EC) ("C2C SCCs") or an alternative mechanism as





approved by the applicable regulator, and you hereby agree to and hereby enter into the C2C SCCs, or such alternative mechanism as approved by the applicable regulator, with us.

For the purpose of Annex B to the C2C SCCs (i) the data subjects are those individuals whose personal data is contained in the data provided to us for creating and maintaining Personal End User Accounts in accordance with the Terms; (ii) the purpose of the transfer is to permit us to create and maintain Personal End User Accounts and for you to use the Personal End User Accounts in accordance with the Terms; (iii) the category of data is personal data set out in the Terms for us to create and maintain Personal End User Accounts; (iv) the recipients of the personal data are as specified in the Terms; (v) sensitive data is not required for us to provide the Services; (vi) there is no applicable data registration information; (vii) there is no additional useful information; and (viii) the contact points for data protection queries are the parties' usual contacts for matters under the Terms. For the purposes of clause II(h) of the C2C SCCs, we hereby select option (iii) and agrees to be governed by and comply with the data processing principles set out in Annex A to the C2C SCCs.

11.9 We retain the right to block or otherwise prevent delivery of any type of file, email or other communication to or from the Services as part of our efforts to protect the Services, protect our customers or other users, or stop you from breaching these Terms. The technology or other means we use may hinder or break your use of the Services.

## 12. LIMITED WARRANTY, DISCLAIMER, AND LIMITATION OF LIABILITY

**12.1 Limited Warranty :** We undertake that we will try to operate the Services with reasonable care and skill and will use reasonable commercial efforts to promptly remedy any faults of which we are aware. We do not make any other promises or warranties about the products, or our performance of our responsibilities in these Terms.

12.2 We provide the Services "as is" and "as available". To the maximum extent permitted by applicable law and except as expressly set out in these Terms, we make no (and specifically disclaims all) representations, conditions or warranties of any kind, whether express, implied, statutory or otherwise, including, without limitation, any warranty that the Services will be uninterrupted, error-free or free of harmful components, that the Content will be secure or not otherwise lost or damaged, or any implied warranty of satisfactory quality, fitness for a particular purpose, or non-infringement, and any warranty or condition arising out of any course of performance, course of dealing or usage of trade.

12.3 Nothing in these Terms limits or excludes our liability for: (a) death or personal injury caused by our negligence; (b) fraud or fraudulent misrepresentation; or (c) any other liability which cannot be limited or excluded by applicable law.

12.4 Subject to clause 13.3 above, we shall not be liable to you, whether in contract, tort (including negligence), for breach of statutory duty, or otherwise, arising under or in connection with the Contract or its subject matter for: (i) loss of profits or revenue; (ii) loss or damage to business or reputation; (iv) loss of anticipated savings; (v) loss of or damage to goodwill; (vi) loss of use or corruption of software, data or information unless it was directly due to our fault; (vii) any indirect, special or consequential loss or damage, and for the purposes of this clause, the term "loss" includes partial loss or reduction in value as well as complete or total loss.

12.5 Neither we nor any of our affiliates, officers, employees, agents, suppliers or licensors, or the Customer Account Holder you are affiliated with, are liable for loss, damage or expense of any kind which you or any other person may incur or suffer arising from or in connection with the following (or any of them):

- (a) misuse of the ConveneAGM account(s) granted to you, whether or not authorized by you;
- (b) access to and use of the Services, whether or not authorized by you;
- (c) access to any information through use of the Services, whether or not authorised by you; and
- (d) transmission or storage of any information and data relating to you, the Services or transfers or transactions or dealings conducted by you using the Services in any system, equipment or instrument of any communication network provider.



12.6 Neither we nor any of our affiliates, officers, employees, agents, suppliers or licensors, or the Customer Account Holder you are affiliated with, are liable for loss, damage or expense of any kind which you or any other person may incur or suffer arising from or in connection with one or more of the following:

- (a) your failure to comply with the Terms and your obligations relating to the Services; and
- (b) any interruption, interception, suspension, delay, loss, unavailability, mutilation or other failure in providing the Services, in transmitting instructions or information relating to the Services, or in connecting with the Services which is caused by third party providers such as internet service providers, video broadcast solution, filming service providers, and any circumstance beyond our reasonable control.

12.7 While we use reasonable efforts to ensure that the services are free from viruses and other malicious content, neither we nor any other party involved in producing or delivering the services, assume any responsibility, nor shall be liable for any damage to, or viruses that may infect, your computer equipment or other property on account of your access to, use of, the services or your downloading of any materials, data, text, images, video or audio from the services. Except where required by applicable law, we shall not be liable to any person for any loss or damage they suffer as a result of viruses or other malicious or harmful content that they access from or via the services.

12.8 You acknowledge and agree that your use of the Services is at your own discretion and sole risk and that you will be solely responsible for loss of data that results from the submission or download of such content.

12.9 Some jurisdictions do not allow the exclusion of implied warranties or conditions, in such an event such exclusion will not apply solely to the extent prohibited by applicable law.

12.10 To the maximum extent permitted by applicable law, our total liability (including any indemnity obligations) and that of our affiliates, officers, employees, agents, suppliers or licensors, arising under or in connection with the your use of the Services, so far as the resulting damages are directly related to your use of the Services for an Event, and is directly attributable to us, shall be equal to and proportionally subsumed in the same aggregate liability cap provided in our agreement with the Customer Account Holder sponsoring/conducting the Event. For the avoidance of doubt, the aggregate liability cap is proportionally shared or is the total amount that you, the Customer Account Holder sponsoring the Event, as well as all other End Users joining the same Event, can claim as a whole. You cannot directly claim against us for damages arising from any Event, except as a member of or in the name of the Customer Account Holder sponsoring said Event. Where the damages you sustained is directly attributable to us, and is not otherwise excluded by these Terms, but are unrelated to any Event, our aggregate liability cap shall be USD5.00.

## 13. INDEMNIFICATION

13.1 To the extent permitted by law, you agree, at your expense, to indemnify, defend and hold us, our affiliates, officers and employees, agents, suppliers or licensors harmless against any cost, loss, damage, or other liability arising from any third party demand or claim that any personal data or Content provided by you, our act or services performed in accordance with your instructions, or your use of the Services (including all actions taken under your account), in breach of these Terms: (a) infringes a third party's intellectual property right, including but without limitation a registered patent, registered trademark, or copyright of a third party, or misappropriates a trade secret (to the extent that such misappropriation is not the result of our actions); or, (b) violates applicable law or these Terms. We will reasonably notify you of any such claim or demand that is subject to your indemnification obligation.

## 14. TERM

**14.1 Term of Contract:** This Contract commences on the date you first accept it and continues until all Services hereunder have expired or have been terminated, or until terminated in accordance with this Contract, or where you have closed your account, whichever is earlier.



## 15. CONFIDENTIALITY

15.1 Each party shall, during the term of this Contract and thereafter, keep confidential all, and shall not use for its own purposes (other than implementation of this Contract) nor without the prior written consent of the other disclose to any third party (except its professional advisors or as may be required by any law or any legal or regulatory authority) any, information of a confidential nature (including, without limitation, trade secrets and information of commercial value) which may become known to such party from the other party and which relates to the other party or any of its affiliates, unless that information is public knowledge or already known to such party at the time of disclosure, or subsequently becomes public knowledge other than by breach of this Contract, or subsequently comes lawfully into the possession of such party from a third party. Each party shall use its reasonable endeavours to prevent the unauthorized disclosure of any such information.

15.2 If you are using an Event End User Account, then except as otherwise provided under clause 15.1, system functionality and User Guides for the parts of the Services which are not open to the Personal End User Account holders shall be treated as confidential information and you accept that you owe a duty of confidence in relation to all such information and User Guides. In such cases, you shall maintain adequate security measures to safeguard the confidential system information and User Guides from theft and unauthorized access.

## 16. WHO ARE YOU CONTRACTING WITH, NOTICES, GOVERNING LAW AND JURISDICTION

**16.1 General :** Subject to Clause 16.3 below, who you are contracting with under this Contract, who you should direct notices to under this Contract, what law will apply in any dispute or lawsuit arising out of or in connection with this Contract, and which courts have jurisdiction over any such dispute or lawsuit, depend on where you are domiciled.

If you are domiciled in:	You are contracting with:	Notices should be addressed to:	The governing law is:	The courts having exclusive jurisdiction are:
The United States of America, Mexico, Canada or a country in Central or South America or the Caribbean	Convene, Inc., a company incorporated in Delaware, US	22/F, Olympia Plaza, 255 King's Road, North Point, Hong Kong (Attn: Legal Department)  OR by email: <a href="mailto:legal@conveneagm.com">legal@conveneagm.com</a>	New York and controlling United States federal law	New York, U.S.A.
A country in Europe other than the United Kingdom	Convene Sociedad Limitada, a company incorporated in Spain	Azeus Convene, 3.022, 3 Waterhouse Square, 138-142 Holborn, London, EC1N 2SW, United Kingdom (Attn: Legal Department)  OR by email: <a href="mailto:legal@conveneagm.com">legal@conveneagm.com</a>	Ireland	Ireland

If you are domiciled in:	You are contracting with:	Notices should be addressed to:	The governing law is:	The courts having exclusive jurisdiction are:
United Kingdom	Azeus UK Limited, a company incorporated in the United Kingdom	Azeus Convene, 3.022, 3 Waterhouse Square, 138-142 Holborn, London, EC1N 2SW, United Kingdom (Attn: Legal Department)  OR by email: <a href="mailto:legal@conveneagm.com">legal@conveneagm.com</a>	England and Wales	England and Wales
Australia or New Zealand	Convene Pty Ltd, a company incorporated in Australia	22/F, Olympia Plaza, 255 King's Road, North Point, Hong Kong (Attn: Legal Department)  OR by email: <a href="mailto:legal@conveneagm.com">legal@conveneagm.com</a>	New South Wales	New South Wales
Singapore	Convene SG PTE Ltd, a company incorporated in Singapore	22/F, Olympia Plaza, 255 King's Road, North Point, Hong Kong (Attn: Legal Department)  OR by email: <a href="mailto:legal@conveneagm.com">legal@conveneagm.com</a>	Singapore	Singapore
Malaysia	Convene Malaysia Sdn. Bhd., a company incorporated in Malaysia	22/F, Olympia Plaza, 255 King's Road, North Point, Hong Kong (Attn: Legal Department)  OR by email: <a href="mailto:legal@conveneagm.com">legal@conveneagm.com</a>	Malaysia	Malaysia
India	Convene India Private Limited, a company incorporated in India	22/F, Olympia Plaza, 255 King's Road, North Point, Hong Kong (Attn: Legal Department)  OR by email: <a href="mailto:legal@conveneagm.com">legal@conveneagm.com</a>	India	Delhi
A country in Asia, Middle East, Africa, or any country not indicated above	Azeus Systems Limited, a company incorporated in Hong Kong	22/F, Olympia Plaza, 255 King's Road, North Point, Hong Kong (Attn: Legal Department)  OR by email: <a href="mailto:legal@conveneagm.com">legal@conveneagm.com</a>	Hong Kong Special Administrative Region	Hong Kong



**16.2 Agreement to Governing Law and Jurisdiction :** Subject to Clause 16.3 below, each party agrees to the applicable governing law above without regard to choice or conflicts of law rules, and to the exclusive jurisdiction of the applicable courts indicated above.

16.3 For Event End User Accounts created before the "Last Updated" date at the top of these Terms, with respect to who you are contracting with under the Contract, what law will apply in any dispute or lawsuit arising out of or in connection with the Contract, and which courts have jurisdiction over any such dispute or lawsuit, they shall remain unchanged until expiration of the Contract irrespective of any updates made to Clause 16.1.

**16.4 Automatic Novation:**

16.4.1 For Personal End User Accounts, in the event that the party you are contracting with under clause 16.1 be updated after you have contracted with us or registered for an account as the case may be, you understand that the party you will be contracting with is the Azeus affiliate specified in the last update of these Terms.

16.4.2 For Event End User Accounts retained pursuant to Clause 4.4.1, in the event that the party you are contracting with under clause 16.1 be updated after expiration of the Contract, you understand that the party you will be contracting with is the Azeus affiliate specified in the last update of these Terms.

**16.5 No Agency :** For the avoidance of doubt, we are entering into this Contract as principal and not as agent for any other Azeus or Convene company. Subject to any permitted assignment under clause 18.2, the obligations owed by us under this Contract shall be owed to you solely by us and the obligations owed by you under this Contract shall be owed solely to us.

## 17. NOTICES

17.1 We may send you, in electronic form, information about the Services, additional information, and information the law requires us to provide. We may provide required information to you by email at the address you specified when you signed up for the Services or by access to a website that we identify.

17.2 Notices emailed to you will be deemed given and received when the email is sent. If you do not consent to receive notices electronically, you must stop using the Services. You may provide legal notice to us via email to [legal@conveneagm.com](mailto:legal@conveneagm.com) , with a duplicate copy sent via registered mail, return receipt requested, to the address indicated in the table in clause 16.1 above depending on where you are domiciled. Any such notice, in either case, must specifically reference that it is a notice given under these Terms. The provisions of this clause shall not apply to the service of any proceedings or other documents in any legal action.

## 18. MISCELLANEOUS

**18.1 Entire Agreement**

18.1.1 To the maximum extent permitted by law, these Terms and any document expressly referred to in them constitute the entire contract and understanding between you and us regarding the Services. You acknowledge and agree that you have not relied upon any statement, promise or representation made or given by or on behalf of us, which is not set out in these Terms or any document expressly referred to in them. It supersedes any prior representations, understandings, contract or oral or written statements regarding your use of the Service or the subject matter of these Terms. Nothing in this clause shall limit or exclude any liability for fraud.





## **18.2 Assignment and transfer**

18.2.1 We may assign, transfer, or otherwise dispose our rights and obligations under this Contract, in whole or in part, at any time without notice. You may not assign this contract or transfer any rights to use the Services.

## **18.3 No third-party beneficiaries**

18.3.1 We and you are not legal partners or agents. This contract is solely for your and our benefit. It is not for the benefit of any other person.

## **18.4 Claims**

18.4.1 Claims must be filed within one year. You must bring any claim related to these Terms or the Services within one year of the date you could first bring the claim, unless the law governing this Contract requires a longer time to file claims. If it isn't filed in time, the claim is permanently barred.

## **18.5 Waiver**

18.5.1 The failure of either party to insist upon or enforce strict performance of any of the provisions of these Terms or to exercise any rights or remedies under these Terms will not be construed as a waiver or relinquishment to any extent of such party's right to assert or rely upon any such provision, right or remedy in that or any other instance; rather, the same will remain in full force and effect.

## **18.6 Severability**

18.6.1 If any of the provisions of these Terms are held to be in violation of applicable law, void, or unenforceable in any court of competent and appropriate jurisdiction, then such provisions are herewith waived to the extent necessary for these Terms to be otherwise enforceable in such jurisdiction.

## **18.7 Force Majeure**

18.7.1 Neither Party shall be liable to the other under the Contract for any failure to perform its obligations hereunder, other than payment of monetary obligations, or for any loss or damage which may be suffered by the other party due to any circumstances beyond its reasonable control, or for circumstances that cannot be foreseen, or even if foreseen but are inevitable, including without limitation any act of God, failure or shortage of power supplies, flood, lightning or fire, strike or other industrial action the act or omission of Government or other competent regulatory authority, war, military operations, or not.

18.7.2 If either Party wishes to rely upon this clause it shall send written notice to the other Party explaining the relevant force majeure circumstances.

## **18.8 Surviving Provisions**

18.8.1 Clause 8.6, Clauses 10 to 13 and Clauses 15 to 20 will survive any termination or expiration of this Contract.



## 19. COPYRIGHT COMPLAINTS AND REMOVAL POLICY

19.1 We do not tolerate content that appears to infringe any copyright or other intellectual property rights or otherwise breaches these Terms and will respond to notices of alleged copyright infringement that comply with the law and are properly provided to us. We reserve the right to delete or disable Content alleged to breach these Terms and to terminate repeat infringers.

## 20. INTELLECTUAL PROPERTY NOTICES

20.1 All contents of the Services including but not limited to design, text, software, technical drawings, configurations, graphics, other files, and their selection and arrangement are: Copyright © Azeus Systems Holdings Ltd., and/or the proprietary property of its suppliers, affiliates, or licensors. All Rights Reserved.

20.2 Convene and the Convene logo are, including without limitation, either trademarks, service marks or registered trademarks of us or our affiliates, and may not be copied, imitated, or used, in whole or in part, without our prior written permission or that of our suppliers or licensors. Other product and company names may be trade or service marks of their respective owners.

20.3 We or our affiliates may have patents, patent applications, trademarks, copyrights, or other intellectual property rights covering subject matter that is part of the Services. Unless we have granted you licenses to our intellectual property in these Terms, our providing you with the Services does not give you any license to our intellectual property. Any rights not expressly granted herein are reserved.

**END**