



Hosted IP-PBX Terms and Conditions - September 2012 Version

### Hosted IP-PBX Terms and Conditions

This Service Agreement ("Service Agreement") is between Unleashed Technologies, LLC (Unleashed Technologies) and the Customer. Services provided are based on the Terms and Conditions contained herein and are subject to change with updated versions of this document available for viewing and download on <http://www.altigenhosting.com>. Updated versions of this document will take effect on the first date of the month following posting of the updated versions. Customer accepts said Terms and Conditions, as acknowledged by signature on the relevant Service Order Form ("SOF"), and agrees to be bound by them.

#### Definitions:

**"911 Services"** means functionality that allows end users to contact emergency services. 911 Services include Enhanced 911 Service, which have the ability to route an emergency call to the Public Safety Answering Point ("PSAP") assigned to the primary Subscriber address and provide the Subscriber's address and DID/DOD information

**"Enhanced 911 Service" or "E911"** means the ability to route an emergency call to the designated entity authorized to receive such calls, which in many cases is a Public Safety Answering Point ("PSAP"), serving the Customer's registered or user-provided address and to deliver the user's telephone number and registered address information automatically to the emergency operator answering the call.

**"Basic 911 Service"** means the ability to route an emergency call to the designated entity authorized to receive such calls serving the Customer's registered or user-provided address. With basic 911, the emergency operator answering the phone will not have access to the caller's telephone number or address information unless the caller provides such information verbally during the emergency call.

**"ANI"** means Automatic Number Identification.

**"DID/DOD"** means a telephone number assigned by Unleashed Technologies to a Customer for use by a Subscriber with Unleashed Technologies Inbound-Only SIP Trunk service.

**"Directory Listings"** means the listing of Subscriber's telephone number in the ILEC directory for a Market.

**"International"** means anywhere outside of the continental United States, including Alaska and Hawaii.

**"IP"** means Internet Protocol.

**"LCA"** means geographical local calling area (determined by the applicable ILEC) containing one or more Rate Centers.

**"LNP"** means local number portability.

**"NADP"** means North American Dialing (or Numbering) Plan.

**"Operator and Directory Assistance"** means live or automated operator assistance for the placement of Subscriber calls, listing services and/or related information.

**"PSTN"** means public switched telephone network.

**"Rate Center"** means a geographic area (determined by the applicable ILEC) within an LCA or Market that is associated with one or more specific NPA/NXX codes. A list of available Rate Centers is available upon request.

**"Registered Address"** means the address provided by customer in either written format on (i) appropriate Unleashed Technologies order forms (ii) entered into appropriate Unleashed Technologies portals or (iii) other written or verbal communication to Customer's Unleashed Technologies sales or post-sales support representative that represents the physical location from which Unleashed Technologies Hosted IP-PBX service and TNs associated with this service will be used.



“**SIP**” is the signaling protocol used between VoIP networks to establish, control and terminate voice calls.

“**Subscriber**” means an individual, end-user or telephone device assigned a DID/DOD.

“**TN**” means telephone number assigned by Unleashed Technologies to Customer (or that Customer ports to Unleashed Technologies) and used by Customer in connection with Unleashed Technologies’ SIP Origination for Basic Inbound service.

“**Toll Free Number**” or “**TFN**” means a telephone number that supports NADP and is assigned by Unleashed Technologies to Customer or that Customer ports to Unleashed Technologies for use with the Unleashed Technologies Inbound-Only SIP Trunk service.

“**U.S. Domestic**” means the continental United States (excluding Alaska and Hawaii).

“**VoIP**” means Voice over IP.

**1. Services Provided.** Provided that Customer is not in default of its obligations stated herein, Unleashed Technologies shall provide Customer with the Service ordered in the Unleashed Technologies Service Order Form, which Service Order Form is incorporated herein by reference, for the Service Term, the Service Term being defined in Section 9. If Customer has purchased or leased Equipment from Unleashed Technologies or its certified third party leasing company, (a) if Customer installation is required, then the Customer must install Equipment in accordance with instructions provided by Unleashed Technologies (or its third party vendor), (b) Unleashed Technologies Equipment must be used solely for the purpose of Service utilization. Customer is solely responsible to obtain, use and operate any equipment not provided by Unleashed Technologies that may be used in association with the Service.

**2. Service Availability.** The Service is available throughout the Service Term, except in the case of scheduled maintenance of the Unleashed Technologies network and/or its underlying carrier’s network. Unleashed Technologies will use commercially reasonable efforts to provide prior notification via electronic mail (“email”) to Customer regarding any scheduled maintenance of Service. Unleashed Technologies may interrupt its provision of Service for unscheduled emergency maintenance without notice to Customer or Customer’s customers.

**3. Network Assessment.** Prior to the provisioning of Service, Customer must successfully complete a Network Assessment with Unleashed Technologies. In addition to this Agreement, Customer may receive a separate Network Assessment Form which is to be completed according to the instructions contained in the form and reviewed by the Unleashed Technologies Sales Engineer (“SE”). Alternatively, a Network assessment may be completed by an on-site technician provided by Unleashed Technologies. The purpose of the Network Assessment is to determine if the Customer’s premises and/or Local Area Network (“LAN”) will support the Unleashed Technologies VoIP services. After the completion of a successful credit check, Unleashed Technologies’ SE may contact Customer after reviewing the Network Assessment Form. The SE will communicate to Customer one of the following: a) That the Network Assessment Form is incomplete and still requires additional input from Customer; b) That the Customer’s network is compatible with the Hosted IP-PBX service; c) That the Customer’s network is not presently compatible with the Hosted IP-PBX service. In the case that the Network Assessment Form has not been completed, Customer must complete the remaining sections and/or provide the information requested by the Unleashed Technologies SE. Customer understands that the Service will not be provisioned until the Network Assessment has been completed and approved by the Unleashed Technologies SE. In the case that the Unleashed Technologies SE communicates to Customer that the Customer network is not presently compatible with the Service, the SE will provide Customer with a list of requirements that must be met prior to the activation of service in order to make the network compatible. These requirements may include inside wiring or cabling, or the acquisition and implementation of new or alternative LAN equipment, switches, or routers to the specifications of Unleashed Technologies. If Customer wishes to fulfill these requirements and proceed with service, Customer must communicate to Unleashed Technologies their intentions to proceed. Customer must meet the requirements set forth by Unleashed Technologies prior to the



## Hosted IP-PBX Terms and Conditions - September 2012 Version

Activation Appointment as set forth in this Agreement. Should the Network Assessment yield compliance requirements the Customer does not wish to or cannot meet, the Network Assessment shall be marked as denied and this Agreement will be terminated without penalty to the Customer.

**4. Porting Numbers.** Unleashed Technologies will require a completed and signed Letter of Authorization ("LOA") for any numbers or toll free numbers the customer wishes to port. Applicable LOAs are attached hereto. In addition, Unleashed Technologies will require a recent, applicable copy of the Customer's current phone bill which contains the Customer's Billing Telephone Number ("BTN") as well as a record of any numbers that need to be ported. Necessary LOA(s) and Bill Copy(s) must be received by Unleashed Technologies before Unleashed Technologies initiates the port request.

**5. Service Activation Date for Hosted IP-PBX with Bundled Internet Service.** If Customer has ordered Hosted IP-PBX service with bundled internet service, Unleashed Technologies will work with the Customer to establish an initial activation date upon which their bundled internet and VoIP solution will be activated. This date will be based on the Customer's requested date as well as two additional factors: 1) the successful installation of the Customer's Dedicated Internet Access or DSL circuit, if the customer has ordered internet service from Unleashed Technologies; AND 2) the Confirmed Port Date Unleashed Technologies receives from its underlying provider if Customer is porting any numbers. The Confirmed Port Date is the date upon which the Customer's current voice provider has agreed to port the numbers to Unleashed Technologies. The Confirmed Port Date typically cannot be set any earlier than two (2) to four (4) business weeks after the port request was initiated. Upon submission of the port request, Unleashed Technologies will request a port date that coincides as closely as is reasonably possible with the initial activation date arrived at with the Customer. However, since the port interval is a product of the accuracy of the information provided to Unleashed Technologies by the Customer as well as the processing speed of the Customer's current voice provider, Unleashed Technologies makes no guarantees about how soon a Customer's number can be ported, but will work with its underlying carrier and the Customer to make sure the port date coincides as closely as possible with the activation date of the Customer's data circuit. When Unleashed Technologies receives the Confirmed Port Date, Unleashed Technologies will assign a Service Activation Date based on the aforementioned criteria and will communicate this date to the customer. If the Customer wishes to change the requested service activation date, Customer must communicate the new requested date to their VoIP Installation Specialist within forty-eight (48) hours of the issuance of the service activation date. Such further date changes by Customer will be met by Unleashed Technologies on a best effort basis.

In the process of coordinating the installation of the internet and number port for the initial install date, the internet circuit may be delivered before the VoIP service is activated. Once the internet circuit is delivered, Unleashed Technologies begins incurring cost from its underlying provider. Unleashed Technologies will assume one hundred percent (100%) of this cost and will not begin billing the customer until both components are delivered and accepted by the customer. Should the customer seek to change their activation date, Unleashed Technologies will make every reasonable effort to change any outstanding orders for the data circuit or number porting to have them both ready for the customer's new, requested service activation date. However, if during this process the data circuit should be delivered more than five (5) days prior to the customer's number port, Unleashed Technologies will pass on the cost of the internet circuit for any days up to five (5) days before the customer's number port is executed. In the event the customer's Hosted IP-PBX and Internet circuit are bundled as a single monthly recurring cost (MRC), the MRC of the underlying internet circuit will be calculated to be seventy percent (70%) of the Monthly Recurring Charges (MRC) for the service bundle. The NRC of the internet circuit will be calculated to be one hundred (100%) of the NRC for the service bundle.

**6. Service Activation Date for Hosted IP-PBX without Bundled Internet Service.**

If Customer is porting numbers, Unleashed Technologies will work with the Customer to establish an initial activation date upon which their Hosted IP PBX Service will be activated. This date will be based on the Customer's requested date as well as the Confirmed Port Date Unleashed Technologies receives from its underlying provider if Customer is porting any numbers. Unleashed Technologies will receive a Confirmed Port Date from its underlying provider within



one (1) to three (3) weeks of the port request. The Confirmed Port Date is the date upon which the Customer's current voice provider has agreed to port the numbers to Unleashed Technologies. The Confirmed Port Date is typically set between two (2) and four (4) business weeks after the port request was initiated. This interval is a product of the accuracy of the information provided to Unleashed Technologies by the Customer as well as the processing speed of the Customer's current voice provider. Due to this, Unleashed Technologies makes no guarantees about when a Customer's number will be ported, but will do its best to work with the Customer to meet reasonable deadlines. Upon receiving a Confirmed Port Date, Unleashed Technologies will communicate this date to the Customer by phone or by email. Customer may change this date by contacting Unleashed Technologies up to forty-eight (48) hours prior to the port date. The Service Activation date and subsequent billing date are not in any way based on the porting of the Customer's numbers but rather on the terms and conditions contained in sections 7 and 8.

**7. Activation Appointment.** Unleashed Technologies will attempt to arrange an Activation Appointment with the Customer whereby a Unleashed Technologies VoIP Activation Specialist will contact the Customer to walk them through connecting their equipment, guide them through any applicable features of the equipment and service, and make test calls. Such test calls will consist of outbound and inbound calls within the Unleashed Technologies core VoIP network between the Customer site and the Unleashed Technologies Network Operations Center ("NOC") as well as any other outbound and inbound calls of the Customer's choosing.

**8. Service Commencement.** The Service Activation Date shall be the earlier of: (i) two (2) business days after Service is deemed ready for activation by Unleashed Technologies, or (ii) Service is successfully activated by the underlying carrier and confirmed tested and accepted by Customer and Unleashed Technologies. Unleashed Technologies recognizes that Service are ready for activation after the following three requirements are met (i) Customer's Unleashed Technologies-provided Dedicated Internet Access Service to be used with the Hosted IP-PBX Service, if applicable, is deemed ready for activation pursuant to Section 3 of the Unleashed Technologies Dedicated Internet Access Service Agreement, (ii) delivery of applicable Unleashed Technologies Equipment necessary for the activation of the Service to customer premises, (iii) the completion of an activation appointment per section 7. Unleashed Technologies has sole discretion in determining the Service Activation Date as defined above regardless of whether Customer has completed all necessary steps to activate Service.

**9. Service Agreement Term and Service Term.** The initial Service Agreement Term shall be at least one (1) year and up to three (3) years from the Effective Date of the unique, or any, Service Order Form(s) signed by Customer, with the specific initial Term of the Service Agreement as stated on each such Service Order Form. The term of the Service Agreement will automatically renew for successive one (1) year periods unless terminated in writing by Unleashed Technologies or by Customer pursuant to the Termination Section of this Agreement at least forty (40) days prior to the expiration of the then existing Term of the Service Agreement. The initial Service Term for the, or any, specific Unleashed Technologies Service(s) provided to Customer shall be at least one (1) year and up to three (3) years from the Service Commencement Date depending on the Service Term stated on the unique, or any, Service Order Form(s) signed by Customer. Upon expiration of a Service Term for a particular Service(s), the Service Term will automatically renew for successive one (1) year periods unless terminated in writing by Unleashed Technologies or by Customer pursuant to the Termination Section of this Agreement at least forty (40) days prior to the expiration of the then existing Service Term. When the Term of the Service Agreement expires or is terminated, existing Services continue in effect for the remainder of the Service Term(s) and will continue to be governed by the Agreement. In the event of automatic renewal, Unleashed Technologies reserves the right to: (i) maintain the same prices and rates for the Service(s) as stated on affected Service Order Form, or (ii) Terminate the Service(s) as stated on affected Service Order Form.

**10. Service Support.** Unleashed Technologies provides support for the Services as described at [www.UnleashedTechnologies/content/support](http://www.UnleashedTechnologies/content/support), as guaranteed by the applicable Service Level Agreement ("SLA"), posted at [www.UnleashedTechnologies/content/legal](http://www.UnleashedTechnologies/content/legal). UNLEASHED TECHNOLOGIES DOES NOT SUPPORT CUSTOMER SERVICES BEYOND THE UNLEASHED TECHNOLOGIES POINT OF DEMARCATION, DEFINED AT [WWW.UNLEASHEDTECHNOLOGIES/CONTENT/SUPPORT](http://WWW.UNLEASHEDTECHNOLOGIES/CONTENT/SUPPORT).



**11. CPE Maintenance, Support, and Repair.** If Customer has rented CPE from Unleashed Technologies, then Customer shall allow Unleashed Technologies reasonable access to the CPE as required to provide Service ordered by Customer. Equipment provided for service may be new or recertified. All CPE and CPE provider service purchased from Unleashed Technologies is subject to the terms and conditions set forth in the Manufacturer's or Publisher's warranty, end-user license, or agreement applicable to such CPE or CPE provider service, with no warranty of any kind from Unleashed Technologies. Customer shall reimburse Unleashed Technologies, on a time and materials basis as documented in an invoice, for the entire cost to repair and/or replace CPE in the event of (a) misuse, (b) failure to exercise reasonable care, (c) altering original Unleashed Technologies configuration, (d) damage, (e) theft, or (f) disaster. If Unleashed Technologies CPE requires maintenance not caused by one of the events set out in the sentence above, Unleashed Technologies or its agents shall either arrange to repair the CPE at Customer's premises or ship an equivalent pre-configured replacement to Customer. If replacement CPE is shipped to Customer, Customer shall return the faulty CPE to Unleashed Technologies within ten (10) days of receiving the replacement CPE or pay for such CPE. Customer will not receive compensation for downtime associated with CPE replacement or repair. In addition, if Customer has rented CPE, Customer shall return (at Customer's own expense) Unleashed Technologies CPE to Unleashed Technologies within ten (10) days of termination. If this CPE is not returned in good working condition to Unleashed Technologies Customer shall be invoiced and pay for this CPE. Should Customer terminate CPE rental prior to fulfillment of initial or renewal service term then Unleashed Technologies may charge Customer a twenty percent (20%) restocking fee, as calculated according to the original purchase price of rented CPE.

**12. CPE Purchase.** All CPE and CPE Provider Service purchased from Unleashed Technologies is subject to the terms and conditions set forth in the Manufacturer's or Publisher's warranty, End-User license or agreement applicable to such CPE or CPE Provider Service, with no warranty of any kind from Unleashed Technologies. Should customer receive purchased CPE that is damaged or dead on arrival Customer must notify Unleashed Technologies Customer Care within ten (10) days of receipt. Returns will only be accepted on brand new factory-packaged products within thirty (30) days of the date CPE was shipped. All products must be fully complete including all original manufacturer boxes with the UPC code and packing materials, all manuals, blank warranty cards, accessories and any other documentation included with the original shipment. Products returned in used or altered condition will not be accepted. After thirty (30) days from initial product ship date, all sales are final. Customer is responsible for shipping charges to the Unleashed Technologies distribution center for all products being shipped for return or exchange. Customer is responsible for all risk of loss and damage to products being shipped for return or exchange. Should Customer desire to return or exchange purchased CPE, pursuant to the above conditions, then Customer must e-mail Customer Care at [customerservice@Unleashed-technologies.com](mailto:customerservice@Unleashed-technologies.com) to request a Return Materials Authorization (RMA). All returns and exchanges will incur a twenty percent (20%) restocking fee, as calculated according to the original purchase price. If the RMA is in response to CPE delivered dead on arrival or damaged, and said CPE is found to be operating within manufacturer specifications upon return, said CPE shall be subject to the restocking fee outlined above.

**13. Charges for Service.** The monthly recurring charge(s) ("MRC") and any non-recurring charge(s) ("NRC") for Service is stated in said Service Order Form. Service charges are exclusive of applicable taxes and surcharges, including the Federal Universal Service Fund surcharge that Unleashed Technologies passes on to its Customers if it is charged to Unleashed Technologies. At its sole discretion, Unleashed Technologies may require a security deposit to continue the provisioning of Service. Unleashed Technologies shall not increase pricing during the initial Term of a Customer Order, but thereafter Unleashed Technologies may increase pricing upon at least thirty (30) days' written notice. All rates and charges are subject to change immediately in the event there are mandated surcharges imposed by federal, state or governmental agency. Notwithstanding the foregoing, in the event any Regulatory Activity, Unleashed Technologies reserves the right, at any time with as much advance written notice as reasonably possible and without liability, to: (i) pass through to Customer all, or a portion of, any changes or surcharges directly or indirectly related to such Regulatory Activity; (ii) modify the Service, rates (including any rate guarantees), promotions, terms and/or conditions of this Agreement in order to conform to such action; or (iii) if such Regulatory Activity materially and adversely impairs the provision of Service under the Agreement, as reasonably determined by Unleashed Technologies, terminate the Agreement.



**14. Billing and Payment.** Unleashed Technologies shall bill Customer for Service rendered at the rates stated in said Service Order Form. Invoices shall include all applicable federal, state, and local taxes, all such taxes, and all use, sales, commercial, gross receipts, privilege, surcharges, or other similar taxes, license fees, miscellaneous fees, and surcharges, whether charged to or against Unleashed Technologies, LLC, which shall be payable by the Customer. However, if Customer provides proof of its specific tax exempt status, Provider shall not charge applicable taxes due to such exemption. Customer shall supply Provider a valid and properly executed tax exemption certificate(s). In such cases the Customer remains responsible for, and agrees to pay, any and all remaining non-exempt charges; tax exemption status validation is solely the responsibility of the Customer and Provider will not be obligated to consider any retroactive tax exemption. Unleashed Technologies shall commence billing for the monthly recurring charges and usage (the Service) on the Service Commencement Date. First and second month charges for the recurring Service(s) are billed upon Service Commencement. Where applicable, service charges for the first partial month of service will be pro-rated and billed. Call usage charges are billed after the actual calls and usage has occurred. Payments are due within fifteen (15) days of the invoice date. After fifteen (15) days of nonpayment, all fees will accrue interest at a rate of one and one-half percent (1.5%) per month or any part thereof, or the highest rate allowed by applicable law, and customer shall pay all collection costs incurred by Unleashed Technologies (including, without limitation, reasonable attorney's fees). Some Customers installed prior to two-thousand-and-eight (2008) may be subject to payment terms whereby payments are due within thirty (30) days from the invoice date; Unleashed Technologies reserves the right to amend said Customers to a fifteen (15) day payment term should they fail to make satisfactory payments pursuant to their current account payment term. At any point beyond provided invoice due date, where Customer has failed to make satisfactory payment as so judged by Unleashed Technologies, then Unleashed Technologies may give Customer written notification, by email, that Customer has committed a material breach of the Agreement due to non-payment. Said notification will be provided five (5) business days prior to Service suspension or termination. Customer must pay all outstanding charges, within said notice period, to avoid suspension or termination of Service. If Service is terminated due to non-payment, then the Termination fees described in the Material Breach Section shall apply. In its sole discretion, Unleashed Technologies may: (i) require a security deposit to continue the provisioning of Service(s) if Customer's approved level of credit is deemed insufficient; (ii) change payment terms, billing cycle, and/or Due Date; (iii) demand immediate payment by wire or other means and discontinue Service(s) without notice should Provider determine Customer's usage exceeds their approved level of credit; (iv) immediately block Customer's Service(s) if a Customer's pre-paid balance is depleted or is at a level that cannot cover Customer's estimated traffic during the time required for the Customer to replenish their prepaid balance, or if Customer refuses to make any requested payments. Unleashed Technologies retains the right to bill, including any amended or corrected billing, for the Service(s) for a period of up to twelve (12) months, commencing from the date the billed Service(s) were provided to Customer. Unleashed Technologies shall retain such billing rights for this twelve (12) month period notwithstanding any prior billing to Customer for the same period(s) and regardless of any otherwise conflicting billing conditions in this Agreement. Customer agrees that for the duration of this twelve (12) month period, Unleashed Technologies shall not be deemed to have waived any rights with regard to billing for the provided Service(s) that are subject to this period, nor shall any legal or equitable doctrines apply, including estoppel or laches.

**15. Billing Disputes.** In the event Customer disputes any invoiced charges, Customer shall pay in full all charges invoiced by the Due Date and submit written notification in the form of an email sent to [customerservice@unleashed-technologies.com](mailto:customerservice@unleashed-technologies.com), with "Notice of Billing Dispute" in the subject line of the email. Such email notification must include the Customer's contact information, the specific dollar amount in dispute, detailed supporting reasons for the dispute, and any supporting documentation if available. Unleashed Technologies shall respond to Customer, in writing, within thirty (30) calendar days of receiving a dispute notification from Customer. Any dispute resolved in favor of Customer shall be credited as appropriate on the next available invoice. In the event that any disputed amounts are deemed to be correct as billed and in compliance with this Agreement, Customer shall be notified in writing that the charges have been deemed valid and legitimate, and the dispute will be considered resolved by both parties; in such cases, if there should be any amount due from Customer related to the dispute, then all such amounts shall be due and payable immediately. Provider reserves the right to deny or delay any and all billing disputes and/or credits if the Customer's account is in arrears or otherwise not in good standing.



**16. Resumption of Service.** If Customer requests that Service be restored after a suspension or termination, Unleashed Technologies has the sole and absolute discretion to restore such Service and may condition restoration upon satisfaction of such conditions as Unleashed Technologies determines is necessary for its protection, including requiring Customer to execute a new agreement, pay all past due statements in full, pass Unleashed Technologies' credit approval, and/or make advance payments. New nonrecurring charges also may apply to restored Service.

**17. Additional charges (if applicable).** In addition to the standard charges listed above, the following charges, if applicable, will apply:

**Disconnect Charges:** For any request to disconnect or port out a Unleashed Technologies assigned TN, a non-recurring charge of \$7 per TN will be charged.

**LNP Charges:** For cancelled LNP request more than 48 hours before FOC, a non-recurring charge of \$8 per TN will be charged. For cancelled LNP requests within 48 hours of FOC, a non-recurring charge of \$100 per TN will be charged. For any request to reinstate, within 24 hours, a newly ported phone number to the original carrier, a non-recurring charge of \$350 per number will be assessed.

**Payphone Surcharges:** In the event the customer receives any inbound calls originating from a Payphone, these calls will be subject to a charge per call. The charges are based on regulated FCC Payphone Compensation rules. These regulatory charges (approximately \$0.65 per call) will be passed through directly to the customer.

**"Snapback" charges:** For any request to reinstate, within 24 hours, a newly ported phone number to the original carrier, a nonrecurring charge of \$350 per number will be assessed.

**Local, Inbound and LD Minute Thresholds:** Each Hosted SIP Trunk is subject to a monthly cap limiting the amount of inbound and local outbound minutes to one-thousand (1,000) per seat. Any inbound or local outbound minutes exceeding these caps will be billed at \$.03 per minute any Interstate or IntraState LD minutes will be billed \$.05 per minute. This cap is a soft cap, meaning that its enforcement will not be automatic but will be at the discretion of Unleashed Technologies should the Customer's usage exceed this usage cap, as averaged across all seats, in any given month.

**Call Duration Thresholds:** All per minute rates (Interstate LD, Intrastate LD, Local if applicable, 800 Domestic) assume at least 95% of calls terminating will be of a call duration of no less than six (6) seconds in length. If 5% or more of Customer's completed calls are equal to or less than six (6) seconds in length during any billing cycle then Unleashed Technologies reserves the right to charge, and Customer shall pay, a \$.025 charge per short duration call. This charge will be in addition to Customer's current rates.

**800 Domestic Rates:** Domestic 800 inbound calls are billed at the quoted flat, per-minute rate or rate schedule. 800 service is only available to 800/Toll-free DIDs provided by or ported to Unleashed Technologies' network.

**800 Offshore Rates:** 800 Inbound calls are rated at the flat per minute rate or rate schedule provided in the customer's with the exception of calls originating from the following locations:

1. Alaska \$.65
2. Canada \$.12
3. CNMI \$.40
4. Guam \$.25



Hosted IP-PBX Terms and Conditions - September 2012 Version

- 5. Hawaii \$.15
- 6. Puerto Rico \$.25
- 7. USVI \$.28

The per-minute rates for these locations are subject to change within 30 days and can be viewed at

[www.altigenhosting.com](http://www.altigenhosting.com)

**International Rates:** International per minute rates are subject to change each (30 days). Current international rates can be viewed at [www.altigenhosting.com](http://www.altigenhosting.com)

**Directory Assistance and Operator-Assisted Dialing:**

Unleashed Technologies' Hosted IP-PBX service may provide Directory Assistance (i.e. 411) and traditional Operator Assisted Dialing. Specific per call or per minute of use rates may apply.

**RBOC / Wireless Thresholds for Flat Rate Charges:** All flat-rate per-minute rates (Interstate LD, Intrastate LD, 800 Domestic) assume at least 65% of calls terminate (or originate for 800 domestic inbound) on either an RBOC or Wireless PSTN providers. If this threshold is not met, Unleashed Technologies reserves the right to charge up to an additional \$.06 per minute on the number of minutes needed to meet this threshold.

**Service Reinstatement Fee:** \$250.00 plus any charges imposed by underlying carrier(s)

**Missed Appointment Fee:** \$250.00

**Rejected Credit Card/Unpaid Check:** \$50.00 (or legal limit)

**Relocation Charge:** Relocation within same rate center is \$100.00; Relocation to new rate center is \$325.00

**Upgrade Charge:** Dependent on specific upgrade

**Downgrade Charge:** Dependent on specific upgrade

**Inside Wiring:** It will be the customer's responsibility to provide any needed internal wiring or extensions (and required conduit, facilities, power, etc) for the CPE and phones required to use the service.

**18. Billing Increments.** Billing increments are set forth below.

Terminating Destination	Initial Billing Increment (Seconds)	Additional Billing Increment (Seconds)
US Domestic	6	6
International (excluding Mexico)	30	6
Mexico	60	60





**19. Material Breach.** Unleashed Technologies or Customer may terminate this Agreement and the Service(s) provided hereunder in the event of a material breach that is not cured within thirty (30) days following the delivery of written notice specifying said breach, except in the case of serious material breaches, so judged by Unleashed Technologies. Such notice from Customer must be in the form of an email sent to [customerservice@unleashed-technologies.com](mailto:customerservice@unleashed-technologies.com), with "Notice of Material Breach" in the subject line of the email and Customer's contact information and detailed explanation, including supporting documentation if available, in the body of the email. Such notice from Unleashed Technologies shall be in the form of an email to the Customer. In the event of an uncured material breach by Unleashed Technologies, the Agreement and Service(s) shall be terminated without further liability to the Customer, however, in such cases Customer shall remain responsible for: (a) charges for Service(s) actually and properly received prior to the date of Breach notification, (b) one hundred percent (100%) of the past due balance at the time of termination, and (c) any non-recurring charges originally waived by Unleashed Technologies. In the event of an uncured material breach by Customer, such as early termination of this Agreement, the following termination fees shall apply: (a) charges for Service(s) actually and properly received prior to the date of Breach notification, (b) the total of monthly minimum commitments for all components of the Service(s) for the remainder of the Service Order Term(s) and any additional early Termination fees included in any and all relevant Service Order Form(s), (c) one hundred percent (100%) of the past due balance at the time of termination, and (d) any non-recurring charges originally waived by Unleashed Technologies.

**20. Termination.** Upon termination of the Service Agreement and/or the Service(s) not due to a material breach, Unleashed Technologies will disconnect, or will cause to be disconnected, the Service(s) if notified by the Customer in writing via email to [customerservice@unleashed-technologies.com](mailto:customerservice@unleashed-technologies.com) with no less than forty calendar (40) days' notice prior to termination of the Agreement and/or Service(s). In all such cases, Customer retains the sole responsibility for notifying Unleashed Technologies of any and all requests for termination or disconnection of Service(s), including but not limited to the porting out of billable telephone numbers (also referred to as "DIDs"), whether port outs are known or unknown by Customer; and, Customer remains responsible for all billable charges related to terminated Service(s) until Unleashed Technologies is notified in writing as specified. Any request by Customer for cancellation or termination at any time within the Service Agreement Term and/or Service Term set forth in this Agreement, including: prior to installation, or at any time prior to the Service Commencement or Activation Date, or in the case of early termination by Customer, will be considered a Material Breach by the Customer and shall be subject to the applicable Material Breach provisions as outlined in the Material Breach section of this agreement. In the event Unleashed Technologies determines, in its sole discretion, that Customer's ongoing use of Service(s) or the specific method or technology utilized by the Customer places Unleashed Technologies' network, other customers, partners or the overall businesses of each in jeopardy, Unleashed Technologies reserves the right to terminate Service(s) immediately without notification.

**21. Limitation of Liability.** EXCEPT AS PROVIDED IN SECTION 22, IN NO EVENT WILL UNLEASHED TECHNOLOGIES OR CUSTOMER BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, LOST PROFITS) ARISING OUT OF OR IN RELATION TO THE DEDICATED INTERNET ACCESS SERVICE, CPE, AND/OR ANY PRODUCTS OR SERVICE PROVIDED BY THIRD PARTIES UNDER THIS AGREEMENT. UNLEASHED TECHNOLOGIES' MAXIMUM LIABILITY UNDER THIS AGREEMENT IS LIMITED TO SERVICE CREDITS NOT TO EXCEED THE FEES PAID TO UNLEASHED TECHNOLOGIES BY CUSTOMER FOR THE SERVICE PROVIDED.

**22. Indemnity.** Customer shall indemnify and hold harmless Unleashed Technologies, its Officers, Employees, Agents, and Affiliates from and against any and all alleged or actual losses, costs, claims, liability of any kind, damages (including to any tangible property or bodily injury to or death of any person), or expense of whatever nature, (including reasonable attorneys' fees) to or by any third party, relating to or arising from (a) the use of the Service provided to Customer, whether or not Customer has knowledge of or has authorized access for such use, (b) any damage to or destruction of CPE not caused by Unleashed Technologies or its agents, and (c) any material breach of this Agreement by Customer. Customer has the sole and exclusive responsibility for the installation,



configuration, security, and integrity of all Customer systems, equipment, software, and networks (the "Customer Equipment") used in conjunction with or related to the Service(s) provided by Unleashed Technologies. Customer therefore shall indemnify and hold harmless Unleashed Technologies from and against any actual or alleged losses, costs, claims, liability of any kind, damages, or expenses or fees (including reasonable attorneys' fees) on the part of or which may be incurred by Customer or a third-party relating to or arising from the use or operation of the Customer Equipment. Customer's indemnification in this subsection includes any alleged or actual losses or claims in connection with unauthorized access to or use of the Service(s) by any third-party through Customer Equipment, regardless if such unauthorized access is unintentional, accidental, intentional or by fraud and regardless of whether Customer had knowledge of such unauthorized access. In all such cases of unauthorized access Customer agrees that it retain full and sole responsibility for any and all charges for the Service(s) provided by Unleashed Technologies. In the event Unleashed Technologies grants Customer access, either by online access, by application programming interface (API), or access by any other means, to a service ordering/management system and other related electronic tools (collectively, the "Electronic Tools"), Customer agrees that it is fully and exclusively responsible for all information accuracy, charges, costs, transactions, and activities conducted through such Electronic Tools. Customer agrees that it is fully and exclusively responsible to safeguard, monitor, manage, and maintain access to the Electronic Tools, and to only allow authorized use of the Electronic Tools to persons that Customer designates. Customer therefore agrees that it shall indemnify and hold harmless Unleashed Technologies from and against any actual or alleged losses, costs, claims, liability of any kind, damages, or expenses or fees (including reasonable attorneys' fees) on the part of or which may be incurred by Customer, or a third-party, relating to or arising from the use or operation of the Electronic Tools. Customer's indemnification in this subsection includes any alleged or actual losses or claims in connection with unauthorized access to, use, transactions, or activity conducted through the Electronic Tools, regardless if such unauthorized access is unintentional, accidental, intentional, or by fraud, and regardless of whether Customer had knowledge of such unauthorized access. In all such cases of unauthorized access Customer agrees that it retains full and sole responsibility for any and all charges for the Service(s) provided by Unleashed Technologies.

**23. No Warranties and Customer Assumption of Risk.** UNLEASHED TECHNOLOGIES MAKES SERVICE COMMITMENTS UNDER THE APPLICABLE SERVICE LEVEL AGREEMENT ("SLA"), SAID SLA IS INCORPORATED HEREIN BY REFERENCE. HOWEVER, UNLEASHED TECHNOLOGIES MAKES NO WARRANTIES, EXPRESS OR IMPLIED, FOR THE UNLEASHED TECHNOLOGIES SERVICE (INCLUDING UNLEASHED TECHNOLOGIES CPE) PROVIDED UNDER THIS AGREEMENT AND SPECIFICALLY DISCLAIMS ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. UNLEASHED TECHNOLOGIES DOES NOT WARRANT THAT THE SERVICE WILL BE UNINTERRUPTED OR ERROR-FREE, OR THAT THE SERVICE WILL MEET CUSTOMER'S REQUIREMENTS OR THAT THE SERVICE WILL PREVENT UNAUTHORIZED ACCESS BY THIRD PARTIES. UNLEASHED TECHNOLOGIES EXERCISES NO CONTROL OVER, AND HEREBY DISCLAIMS ANY RESPONSIBILITY FOR, THE ACCURACY AND QUALITY OF ANY INFORMATION TRANSMITTED WITH THE USE OF THE SERVICE. CUSTOMER HEREBY EXPRESSLY ASSUMES THE RISK OF ITS OR ITS CUSTOMERS' USE OF ANY INFORMATION TRANSMITTED VIA THE SERVICE.

**24. Miscellaneous.** Customer acknowledges and understands that Customer is to receive the Service detailed in this Agreement and the Customer is not relying on any affirmation of fact, promise or description from any person or entity, nor any other oral or written representation other than what is contained in this Agreement. Handwritten alterations or additions to this agreement made by Customer will not be considered part of this Agreement. This Agreement may only be modified, or any rights under it waived, by a separate written document executed by both parties. This Agreement shall be governed by, construed under, and enforced in accordance with, the laws of the State of North Carolina without reference to its choice of law principles. For any action or suit to enforce any right or remedy of this Agreement, (except for actions to enter or collect on judgments) the parties consent to exclusive jurisdiction and venue in the courts for Wake County, North Carolina and the prevailing party shall be entitled to recover its costs, including reasonable attorney's fees. In the event of a conflict between this Agreement and any applicable tariff, the tariff shall prevail. Customer may not assign this Agreement without Unleashed Technologies' prior written consent. This Agreement shall be binding on the parties hereto and their respective personal and legal



representatives, successors, and permitted assigns. If any provision of this Agreement is held to be invalid or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected thereby. Customer signatory certifies that (s)he is an officer or certified representative of the Customer, and as such is authorized to enter into this binding Agreement. In the event any specified time frame or deadline denotes calendar days, it is agreed that when the last date of required action or response falls on a weekend or holiday, the action and/or deadline shall automatically extend to the next business day. Agreement headings are provided for reference purposes only.

**THIS AGREEMENT, TOGETHER WITH ANY ATTACHMENTS, INCLUDING ANY SCHEDULES, ADDENDUMS, PRICE LISTS, SERVICE ORDERS, TERMS AND CONDITIONS, SERVICE LEVEL AGREEMENTS, AND ACCEPTABLE USE POLICIES, WHICH MAY BE POSTED AT: WWW.UNLEASHED TECHNOLOGIES/CONTENT/LEGAL, AND WHICH ARE INCORPORATED HEREIN BY REFERENCE, CONSTITUTE THE ENTIRE UNDERSTANDING BETWEEN THE CUSTOMER AND UNLEASHED TECHNOLOGIES, INC, WITH RESPECT TO THE SERVICE(S) PROVIDED HEREIN. CUSTOMER ACKNOWLEDGES AND UNDERSTANDS THAT CUSTOMER IS NOT RELYING ON ANY AFFIRMATION OF FACT, PROMISE OR DESCRIPTION FROM ANY PERSON OR ENTITY, NOR ANY OTHER ORAL OR WRITTEN REPRESENTATION OTHER THAN WHAT IS CONTAINED IN THIS AGREEMENT AND ANY INCORPORATED DOCUMENTS.**

**25. Emergency Services Dialing.** Customer will have access to either basic 911 or Enhanced 911 (E911) as their default emergency calling service for all Hosted IP-PBX seats which provide a full two-way (inbound and outbound) dialing capability and are intended to be used with a VoIP phone as the end user device (Basic, Enhanced and Premium seats):

**With E911 service,** when a caller from the Customer's Registered Address dials the digits 9-1-1, the Unleashed Technologies telephone number and subscriber's registered address is automatically sent to the local emergency center serving your location. The emergency operators will have access to this information regardless of whether the caller is able to verbally provide such information to the emergency call taker. Accordingly, with E911 service, the emergency call-taker will have the caller's call-back telephone number and registered address information just by virtue of the caller placing the call using the digits 9-1-1. In limited circumstances, Customers equipped with E911 may have their calls routed to the national call center. Please see the description below for an explanation of when this would occur and how this service operates.

**With basic 911 service,** when a caller from the Customer's Registered Address dials the digits 9-1-1, the call is sent to the local emergency center serving your location. But operators answering the call will not have automatic access to the caller's call-back telephone number or the Registered Address because the emergency center will not be equipped to receive, capture or retain Customer's assigned Unleashed Technologies telephone number and Registered Address. Accordingly, callers must be prepared to provide both call-back and address information. If the call is dropped or disconnected, or if the caller is unable to speak, the emergency operator answering the call will not be able to call the caller back or dispatch help to the caller's address. As additional local emergency centers become capable of E911 functionalities, Unleashed Technologies will automatically upgrade customers from basic 911 to E911 service. We will not notify Customer of the upgrade. In limited circumstances, Customers equipped with basic 911 may have their calls routed to the national call center. Please see the description below for an explanation of when this would occur and how this service operates.

**National Call Center service** Certain Unleashed Technologies customers do not have access to either basic 911 or E911. If Customer does not have access to either E911 or basic 911, emergency calls placed using the digits 9-1-1 will be sent to a national emergency call center. A trained agent at the emergency call center will ask for caller's name, telephone number, and location and then transfer the caller to the appropriate local emergency center or otherwise determine the best way to provide emergency services to the caller. Like Basic 911, the trained operators answering calls in the national call center will not have



Hosted IP-PBX Terms and Conditions - September 2012 Version

automatic access to the caller's telephone number or Registered Address information because the national call center is not equipped to receive, capture or retain Customer's Unleashed Technologies telephone number and Registered Address, so the caller must be prepared to provide this information. Customer's 911 calls may also be sent to Unleashed Technologies' national emergency call center if there is a problem validating the Registered Address provided by Customer during provisioning, if Customer is located in an area that is not covered by the land line 911 network, or if Customer has basic 911 or E911 service but these call fails to complete and are routed to the national emergency call center for failover purposes.

**DISCLAIMER OF LIABILITY:**

CUSTOMER ACKNOWLEDGES AND AGREES THAT UNLEASHED TECHNOLOGIES' SERVICE IS INTERNET BASED AND THAT 911 SERVICES ARE DIFFERENT THAN THAT OF TRADITIONAL WIRELINE SERVICE. FOR BASIC 911 OR E911 TO BE ACCURATELY ROUTED TO THE APPROPRIATE EMERGENCY RESPONDER, THE CUSTOMER MUST PROVIDE THE TN ASSOCIATED WITH THE HOSTED IP-PBX FOR THE REGISTERED ADDRESS, IN THE 'USERPART' OF THE 'FROM URI' CONTAINED IN THE SIP 'FROM' HEADER. CUSTOMER MUST NOT IN ANY WAY MANIPULATE THIS INFORMATION. CUSTOMER ACKNOWLEDGES THAT THE BANDWIDTH HOSTED IP-PBX SERVICE MAY NOT SUPPORT BASIC 911 OR E911 DIALING IN THE SAME MANNER AS TRADITIONAL WIRELINE PHONE SERVICE. CUSTOMER AGREES TO INFORM OF THE POTENTIAL COMPLICATIONS ARISING FROM BASIC 911 OR E911 DIALING. SPECIFICALLY, CUSTOMER ACKNOWLEDGES AND AGREES TO INFORM ALL EMPLOYEES, GUESTS, AND OTHER THIRD PERSONS WHO MAY USE THE SERVICE THAT BASIC 911 AND E911 SERVICES WILL NOT FUNCTION IN THE CASE OF A SERVICE FAILURE FOR ANY OF THE FOLLOWING REASONS: (A) POWER FAILURES, (B) SUSPENDED OR TERMINATED BROADBAND SERVICE, (C) SUSPENSION OF SERVICES DUE TO BILLING ISSUES, AND/OR (D) ANY OTHER SERVICE OUTAGES NOT DESCRIBED HEREIN. CUSTOMER FURTHER ACKNOWLEDGES THAT FAILURE TO PROVIDE A CORRECT PHYSICAL ADDRESS IN THE REQUISITE FORMAT MAY CAUSE ALL BASIC 911 OR E911 CALLS TO BE ROUTED TO THE INCORRECT LOCAL EMERGENCY SERVICE PROVIDER. FURTHERMORE, CUSTOMER RECOGNIZES THAT USE OF THE SERVICE FROM A LOCATION OTHER THAN THE LOCATION TO WHICH THE SERVICE WAS ORDERED, I.E., THE "REGISTERED ADDRESS," MAY RESULT IN BASIC 911 OR E911 CALLS BEING ROUTED TO THE INCORRECT LOCAL EMERGENCY SERVICE PROVIDER.

CUSTOMER ACKNOWLEDGES AND AGREES THAT UNLEASHED TECHNOLOGIES, ITS UNDERLYING CARRIER, OR ANY OTHER THIRD PARTIES INVOLVED IN THE ROUTING, HANDLING, DELIVERY, OR ANSWERING OF EMERGENCY SERVICES OR IN RESPONDING TO EMERGENCY CALLS, NOR THEIR OFFICERS OR EMPLOYEES, MAY BE HELD LIABLE FOR ANY LAIM, DAMAGE, LOSS, FINE, PENALTY OR COST (INCLUDING, WITHOUT LIMITATION, ATTORNEYS FEES) AND CUSTOMER HEREBY WAIVES ANY AND ALL SUCH CLAIMS OR CAUSES OF ACTION, ARISING FROM OR RELATING TO THE PROVISION OF ALL TYPES OF EMERGENCY SERVICES TO CUSTOMER. CUSTOMER FURTHER AGREES AND ACKNOWLEDGES THAT IT IS INDEMNIFYING AND HOLDING HARMLESS UNLEASHED TECHNOLOGIES FROM ANY CLAIM OR ACTION FOR ANY CALLER PLACING SUCH A CALL WITHOUT REGARD TO WHETHER THE CALLER IS AN EMPLOYEE OF THE CUSTOMER. CUSTOMER ACKNOWLEDGES AND AGREES TO HOLD HARMLESS AND INDEMNIFY UNLEASHED TECHNOLOGIES FROM ANY CLAIM OR ACTION ARISING OUT OF MISROUTES OF ANY 911 CALLS, OR WHETHER LOCAL EMERGENCY RESPONSE CENTERS OR NATIONAL EMERGENCY CALLING CENTERS ANSWER A 911 CALL OR HOW THE 911 CALLS ARE HANDLED BY ANY EMERGENCY OPERATOR INCLUDING OPERATORS OF THE NATIONAL CALL CENTER. THE LIMITATIONS APPLY TO ALL CLAIMS REGARDLESS OF WHETHER THEY ARE BASED ON BREACH OF CONTRACT, BREACH OF WARRANT, PRODUCT LIABILITY, TORT AND ANY OTHER THEORIES OF LIABILITY.

**26. Acceptable Use Policy.** All use of Service must comply with Unleashed Technologies' Acceptable Use Policy ("AUP"), which is posted at [www.Unleashed Technologies](http://www.UnleashedTechnologies.com), and is incorporated herein by reference. By accepting Unleashed Technologies Service, Customer agrees to comply with this AUP and any subsequent modifications thereto. Unleashed Technologies reserves the right to modify this AUP from time to time, effective upon posting the



AUP as modified at the URL shown above. Violation of the AUP shall be considered a material breach of this Agreement pursuant to Section 19.

**27. Billing Disputes.** In the event Customer disputes any invoiced charges, Customer shall pay all undisputed charges and submit written notification of the dispute to [customerservice@unleashed-technologies.com](mailto:customerservice@unleashed-technologies.com), with supporting documentation, within thirty (30) calendar days of receipt of the invoice in question. Unleashed Technologies shall respond to Customer, in writing, within thirty (30) calendar days of receiving a dispute notification from Customer. Any dispute resolved in favor of Customer shall be credited as appropriate on the next available invoice. In the event that any disputed amounts are deemed to be correct as billed and in compliance with this Agreement, Customer shall be notified in writing that the charges have been deemed valid and legitimate and the charges in question shall be due and payable by Customer upon the original Due Date or immediately upon receipt of said notification if Due Date has passed.

**28. Service Moves.** Should Customer desire to move service from the location indicated at the time of installation Customer must notify Unleashed Technologies of said move. Unleashed Technologies will evaluate Service move and advise Customer on number availability should Customer move into a new service rate center. In such cases Unleashed Technologies is unable to secure new numbers for the Customer then Customer may terminate Hosted IP-PBX service without early termination penalty. In some cases numbers may be on backorder in the new rate center and not immediately available for Customer use. Unleashed Technologies may seek to temporarily provide Customer forwarding extensions until such time as backorder numbers become available in lieu of allowing Customer early termination of Service. Should Customer fail to notify Unleashed Technologies of a service move then Unleashed Technologies, in its sole discretion, may immediately suspend Customer service until such time a Customer Move Order is processed. Customer accepts that failure to properly notify Unleashed Technologies of an intended service move may result in Customer service being E911 non-compliant. Customer understands that said failure may cause incorrect routing of Emergency Services and any consequences of such rest solely with the Customer.

**29. Resale Prohibition.** The Service provided shall be for Customer use only with no authorization for the Customer to resale service to others. Customer agrees to comply with said prohibition and understands should Customer fail to adhere to this provision Unleashed Technologies shall immediately terminate Customer service. Additionally, Unleashed Technologies shall find Customer in breach of contract with full termination penalties due as outlined in section 19 of this agreement. Customer will also be liable for any additional charges and damages which may be incurred as a result of unauthorized resale.

**30. Third Party Beneficiaries.** The Parties do not intend by the execution, delivery, or performance of this Agreement to confer any benefit, direct or incidental, upon any person or entity not a party to this Agreement.

**31. Dispute Resolution Process and Applicable Law.**

(a) It is the mutual desire of the parties to promptly and fully resolve any dispute arising in connection with this Agreement in good faith, confidentially, and informally with minimal transaction costs and no public statement may be made by any party regarding any such dispute. If either party determines that the dispute cannot be resolved informally, then such party shall initiate an escalation process by giving written notice ("Escalation Notice") to the other party. Each party shall name one executive as its representative, to be a person knowledgeable of the subject matter in dispute and someone with authority to discuss the dispute (hereinafter the "Officers"). The Officers shall meet in person or by conference call, together with any persons assisting them, within fifteen (15) days after delivery of the Escalation Notice. All negotiations conducted by the Officers are confidential and shall be treated as compromise and settlement negotiations for purposes of the Federal Rules of Evidence and any state rules of evidence. The Officers shall conduct such additional meetings as they deem necessary to exchange relevant information, will appoint staff to engage in resolution of any disputed facts, and will attempt to resolve the dispute. Should the Officers be unable to resolve the dispute within such fifteen (15) days, or within such additional time as the parties may otherwise agree to in writing, either party may demand mediation, whereupon the parties shall, in



Hosted IP-PBX Terms and Conditions - September 2012 Version

good faith, mediate the dispute no later than thirty (30) days after such demand through the services of a mutually selected mediator, the cost of whom shall be borne equally by the parties, at a date and location selected by the mediator after consultation with the parties. If the dispute is not resolved after applying the escalation procedures set forth above, the parties agree to waive any right to trial by jury in any judicial proceeding arising under or related to the subject matter of this Agreement, and agree to submit all controversies, claims and matters of difference to arbitration according to the commercial rules and practices of the American Arbitration Association ("AAA"). Arbitration hereunder shall occur within sixty (60) days of the date of submission before a single neutral arbitrator having significant experience in the subject matter of this Agreement and who will be selected in accordance with AAA rules. Arbitration proceedings shall take place in Wake County, North Carolina. Discovery shall be permitted, including the use of interrogatories, requests for admission and production of documents and depositions. If the amount claimed to be in dispute is less than \$500,000 all applicable expedited procedures of the AAA shall apply. The arbitrator's fees and costs of the arbitration shall be borne by the party against whom the award is rendered, except that if the arbitrator issues a split decision, granting partial relief to both parties, the arbitrator shall equitably allocate the arbitrator's fees and other costs. Each party shall pay its attorney's fees related to any dispute related to this Agreement. The arbitration award shall be final and binding on both parties of this Agreement, shall not be subject to any appeal and shall be enforceable in any court of competent jurisdiction. (b) This Agreement shall be governed by, construed under and enforced in accordance with the laws of the State of North Carolina without reference to its choice of law principles. In the event any party brings a civil action or initiates judicial proceedings of any kind related to this Agreement (except for actions to enter or collect on judgments), the parties consent to the exclusive personal jurisdiction and venue of the courts in Wake County, North Carolina.