



Order Form Q-00200570

Customer Name (Bill To)	Ship To (used for Sales Tax determination)	
Innovate UK Polaris House North Start Avenue Swindon, Wiltshire SN2 1FL United Kingdom	Innovate UK Polaris House North Start Avenue Swindon, Wiltshire SN2 1FL United Kingdom	

Fees (All values are in GBP)

From 18-Feb-25 to 17-Feb-26						
Product Name	Quantity	Unit Price	Term	Start Date	End Date	Total*
Fees for Subscription Services						
Conga Composer - Business Subscription						
Conga Composer for Salesforce - Business Subscription						
Fees for Technical Support						
Conga Support - Base Support						
Total for Term						£5,626.95

From 18-Feb-26 to 17-Feb-27						
Product Name	Quantity	Unit Price	Term	Start Date	End Date	Total*
Fees for Subscription Services						
Conga Composer - Business Subscription						
Conga Composer for Salesforce - Business Subscription						
Fees for Technical Support						
Conga Support - Base Support						
Total for Term						£5,626.95

From 18-Feb-27 to 17-Feb-28						
Product Name	Quantity	Unit Price	Term	Start Date	End Date	Total*
Fees for Subscription Services						
Conga Composer - Business Subscription						
Conga Composer for Salesforce - Business Subscription						
Fees for Technical Support						
Conga Support - Base Support						
Total for Term						£5,626.95

*Total is for the term shown: calculated as *Quantity* multiplied by *Unit Price* multiplied by *Term*.

Invoicing (All values are in GBP)

Invoicing Date	Subscription Fee	Support Fee	Net Amount
Total	£14,679.00	£2,201.85	£16,880.85

The Monthly/Unit Price and Term shown above have been rounded to 2 decimal places for display purposes. As many as eight decimal places may be present in the actual price. The totals shown on this order are the accurate and binding totals for this order.



Terms and Conditions:

This Order Form is entered into by Conga Corporation (“**Conga**”) and the customer identified below (“**Customer**”) and is subject to the terms and conditions of the Master Services Agreement located at <http://legal.conga.com/#master-services-agreement> (“**Agreement**”), including any additional terms and conditions that may be contained herein. Unless otherwise stated below, all amounts in this Order Form are stated in and shall be paid in GBP.

Additional Terms:

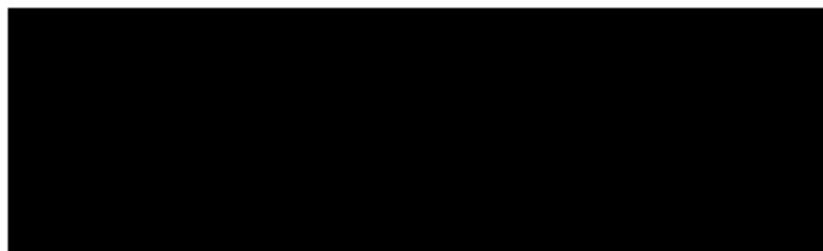
1. Conga will agree to invoice in GBP, subject to the following conditions: (i) the FX rate (USD to GBP) as of the signature date of this Order shall serve as the baseline; (ii) 15 days prior to each annual invoice date, Conga will review the FX rate, and if has changed by more than 5%, Conga may elect, at its sole discretion, to adjust the annual invoice commensurate with the FX rate change when compared against the baseline.
2. Customer’s technical support (version 5.0) is further described at: <https://legal.conga.com/#technical-support>.
3. Customer’s purchase of Conga Composer - Business Subscription includes the following entitlement: 20 Transactions per month per user, which may be used at any point during the full Subscription Term and are pooled across all Users. “Transactions” mean each generation of a document.
4. In the event Customer’s use of the following products exceeds the applicable quantity purchased in this Order Form, Customer and Conga will sign an additional Order Form for such excess use at 150% of the applicable Unit Price specified herein.
 - Conga Composer

Taxes:

Amounts shown above do not include any local, state, federal or foreign taxes, or levies of any nature. Any such taxes are the responsibility of the Customer and will appear on the applicable invoice.

If Conga has the legal obligation to pay or collect taxes for which Customer is responsible under this Section, the appropriate amount shall be invoiced to and paid by Customer, unless Customer provides Conga with a valid tax exemption certificate authorized by the appropriate taxing authority.

Invoicing/Purchase Order (PO) Information:



Does the Customer’s Account Payable payment processing of invoices require or necessitate a PO? (Y/N)

If so, please provide your Conga representative with a copy of the PO document and complete the following:

PO Number:

PO Amount:

Conga’s submission of invoices to Customer’s requested Portal is done for convenience only and does not modify the payment terms in the Agreement. Customer acknowledges that the billing and shipping addresses are accurate, as Conga’s invoice will reflect such addresses.

Customer Signature

Conga



OFFICIAL

By:
Printed
Name:



Title:

Date Signed:

By:
Printed
Name:



Title:

Date Signed:

1/20/2025

Initial:



This Order (or Order Form, as may be applicable) shall not be valid until signed by Customer and Conga.