

## Acceptable Use Policy (AUP)

Version 26 August 2022

### Acceptable Use

Customer and Users may use the Solution during the Term for Customer's internal business purposes only, in accordance with this AUP which is part of the Agreement. Customers and Users are responsible for the Customer Data uploaded to the Solution.

### Violations

Customer and Users will be in violation of this AUP if their use of the Solution causes harm to Weeva or the Solution or if Customer and/or User encourages or instructs any third party to violate this AUP. Customer and Users may not upload Customer Data to the Solution and/or use the Solution in any way that is harmful, illegal, unlawful or offensive to or interferes with the use of the Weeva's servers or network, or the network of any other provider to Weeva, interferes with the use of the Solution received by other customers/users, infringes or misappropriates with intellectual property rights of others, results in the publication of threatening or offensive material, or constitutes a security risk. The following non-exhaustive list of activities, are prohibited under this AUP; Customer and/or a User may not:

- a) evaluate or test the vulnerability of, breach, circumvent the security or authentication measures of the Solution, Weeva's servers or system or network, or those which belong to its providers;
- b) submit, share, store, copy, backup or distribute any illegal files or data that contains viruses, worms, time bombs, trojan horses and any other harmful or malicious code, scripts, agents, files or any other similar software that may damage the operation of the Solution
- c) interfere with or disrupt another customer or user of Weeva or the Solution, by any means whatsoever;
- d) access or attempt to access the data of another customer or user without their permission;
- e) use the Solution for any other purpose than for which is set out in this Agreement such as creating spam, collecting data, sending unsolicited communications, storing data that is unlawful, harmful to or exploitative of others, false or misleading;
- f) access or use the Solution in a way intended to avoid fees;
- g) use the Solution to create back-ups of Customer Data;
- h) violate the privacy or infringe any other rights of others;
- i) violate the law in any way or conduct any illegal activities;
- j) perform any act or omission that may cause harm to Weeva, including reputational harm;

### Consequences of violations of this AUP

Any violation of this AUP by Customer and/or Users is a material breach of the Agreement and Weeva, without prejudice to any other right it may have in law, may summarily terminate the Agreement or suspend Customer and/or User's access to Solution.

In addition, Weeva reserves the right to investigate any potential violation of this AUP or misuse of the Solution. Weeva reserves its right to (i) remove, disable access to, or modify any Customer Data or content that violates this AUP; and (ii) report any activity that potentially violates any law or regulation to appropriate law enforcement officials, regulators, or other third parties. This may include disclosing appropriate Customer and Users information where necessary.