## TERMS OF SERVICE

## ScribeOne Policy Effective 6 August 2017

This website is operated by Scribe One Limited, LLC. Throughout the site, the terms "we", "us" and "our" refer to ScribeOne. Please read these Terms of Service carefully before using our website. We offer this website, including all information, tools and services available from this site to you, the user, conditioned upon your acceptance of all terms, conditions, policies and notices stated here. Our practices may be updated or changed from time to time. The updated policy becomes immediately effective on being posted to this website. YOUR USE OF THIS WEBSITE, PURCHASE AND/OR USE OF ANY OF OUR PRODUCTS CONSTITUTES A BINDING LEGAL AGREEMENT UNDER THESE TERMS OF SERVICE. THESE TERMS INCLUDE MANDATORY BINDING ARBITRATION AND CLASS ACTION WAIVER. IF YOU DO NOT AGREE TO BE BOUND BY THESE TERMS OF SERVICE PLEASE LEAVE NOW - YOU MAY NOT USE THIS WEBSITE OR PURCHASE OUR PRODUCTS AND/OR SERVICES.

- 1. These Terms of Service apply to all users, including without limitation users who are browsers, vendors, customers, merchants, and/ or content contributors. If any part of this website is somehow deemed an offer, acceptance is expressly limited to these Terms of Service. You can review the most current version of the Terms of Service on this page. We may update, change or replace any part of these Terms of Service by posting updates and/or changes to our website. It is your responsibility to check this page periodically for changes. Your continued use of or access to the website following the posting of any changes constitutes acceptance of those changes.
- 2. Minors may not use this website. By agreeing to these Terms of Service, you represent that you are at least the age of majority in your state of residence.
- 3. You may not use our website and/or any of our products or services for any illegal or unauthorized purpose nor may you, in the use of the Service, violate any laws in your jurisdiction (including but not limited to copyright laws).
- 4. You must not transmit any worms or viruses or any code of a destructive nature.
- 5. A breach or violation of any of the Terms will result in termination of your access to our Services.
- 6. We reserve the right to refuse service to anyone for any reason, or no reason, at any time.
- 7. You understand that content (not including credit card information), may be transferred unencrypted and involve (a) transmissions over various networks; and (b) changes to conform and adapt to technical requirements of connecting networks or devices. Credit card information is always encrypted during transfer over networks.
- 8. You agree not to reproduce, duplicate, copy, sell, resell or exploit any portion of the Service, use of the Service, or access to the Service or any contact on the website through which the service is provided, without express written permission by us.
- 9. We are not responsible if information made available on this site is not accurate, complete or current. The material on this site is provided for general information only and should not be relied upon or used as the sole basis for making decisions without consulting primary, more accurate, more complete or more timely sources of information. Any reliance on the material on this site is at your own risk.

- 10. This site may contain certain historical information. Historical information, necessarily, is not current and is provided for your reference only. We reserve the right to modify the contents of this site at any time, but we have no obligation to update any information on our site. You agree that it is your responsibility to monitor changes to our site.
- 11. Prices for our services and/or products are subject to change without notice.
- 12. We reserve the right at any time to modify or discontinue the Service (or any part or content thereof) without notice at any time.
- 13. We shall not be liable to you or to any third-party for any modification, price change, suspension or discontinuance of the Service.
- 14. Certain products or services may be available exclusively online through the website. These products or services may have limitations of various sorts.
- 15. We have made every effort to display as accurately as possible the colors and images of our products. We cannot guarantee that your computer monitor's display of any color will be accurate.
- 16. We reserve the right, but are not obligated, to limit the sales of our products or Services to any person, geographic region or jurisdiction. We may exercise this right on a case-by-case basis. We reserve the right to limit the quantities of any products or services that we offer. All descriptions of products or product pricing are subject to change at anytime without notice, at the sole discretion of us. We reserve the right to discontinue any product at any time. Any offer for any product or service made on this site is void where prohibited.
- 17. We do not warrant that the quality of any products, services, information, or other material purchased or obtained by you will meet your expectations, or that any errors in the Service will be corrected.
- 18. We reserve the right to refuse any order you place with us. We may, in our sole discretion, limit or cancel quantities purchased per person, per household or per order. These restrictions may include orders placed by or under the same customer account, the same credit card, and/or orders that use the same billing and/or shipping address. In the event that we make a change to or cancel an order, we may attempt to notify you by contacting the e-mail and/or billing address/phone number provided at the time the order was made. We reserve the right to limit or prohibit orders that, in our sole judgment, appear to be placed by dealers, resellers or distributors.
- 19. You agree to provide current, complete and accurate purchase and account information for all purchases made at our store. You agree to promptly update your account and other information, including your email address and credit card numbers and expiration dates, so that we can complete your transactions and contact you as needed.
- 20. Please review our Returns Policy which is annexed hereto as if set forth at length herein.
- 21. We may provide you with access to third-party tools over which we neither monitor nor have any control nor input. You acknowledge and agree that we provide access to such tools "as is" and "as available" without any warranties, representations or conditions of any kind and without any endorsement. We shall have no liability whatsoever arising from or relating to your use of optional third-party tools.

- 22. Any use by you of optional tools offered through the site is entirely at your own risk and discretion and you should ensure that you are familiar with and approve of the terms on which tools are provided by the relevant third-party provider(s).
- 23. We may also, in the future, offer new services and/or features through the website (including, the release of new tools and resources). Such new features and/or services shall also be subject to these Terms of Service.
- 24. Certain content, products and services available via our Service may include materials from third-parties. Third-party links on this site may direct you to other websites. We are not responsible for examining or evaluating the content or accuracy and we do not warrant and will not have any liability or responsibility for any third-party materials or websites, or for any other materials, products, or services of third-parties. We are not liable for any harm or damages related to the purchase or use of goods, services, resources, content, or any other transactions made in connection with any third-party websites. Please review carefully the third-party's policies and practices and make sure you understand them before you engage in any transaction. Complaints, claims, concerns, or questions regarding third-party products should be directed to the third-party.
- 25. If, at our request, you send certain specific submissions (for example contest entries) or without a request from us you send creative ideas, suggestions, proposals, plans, or other materials, whether online, by email, by postal mail, or otherwise (collectively, 'comments'), you agree that we may, at any time, without restriction, edit, copy, publish, distribute, translate and otherwise use in any medium any comments that you forward to us. We are and shall be under no obligation (1) to maintain any comments in confidence; (2) to pay compensation for any comments; or (3) to respond to any comments.
- 26. We may, but have no obligation to, monitor, edit or remove content that we determine in our sole discretion are unlawful, offensive, threatening, libelous, defamatory, pornographic, obscene or otherwise objectionable or violates any party's intellectual property or these Terms of Service.
- 27. You agree that your comments will not violate any right of any third-party, including copyright, trademark, privacy, personality or other personal or proprietary right. You further agree that your comments will not contain libelous or otherwise unlawful, abusive or obscene material, or contain any computer virus or other malware that could in any way affect the operation of the Service or any related website. You may not use a false e-mail address, pretend to be someone other than yourself, or otherwise mislead us or third-parties as to the origin of any comments. You are solely responsible for any comments you make and their accuracy. We take no responsibility and assume no liability for any comments posted by you or any third-party.
- 28. Your submission of personal information through the website is governed by our Privacy Policy, which is annexed hereto as if set forth herein.
- 29. Occasionally there may be information on our site or in the Service that contains typographical errors, inaccuracies or omissions that may relate to product descriptions, pricing, promotions, offers, product shipping charges, transit times and availability. We reserve the right to correct any errors, inaccuracies or omissions, and to change or update information or cancel orders if any information in the Service or on any related website is inaccurate at any time without prior notice (including after you have submitted your order).

- 30. We undertake no obligation to update, amend or clarify information in the Service or on any related website, including without limitation, pricing information, except as required by law. No specified update or refresh date applied in the Service or on any related website, should be taken to indicate that all information in the Service or on any related website has been modified or updated.
- 31. In addition to other prohibitions as set forth in the Terms of Service, you are prohibited from using the site or its content: (a) for any unlawful purpose; (b) to solicit others to perform or participate in any unlawful acts; (c) to violate any international, federal, provincial or state regulations, rules, laws, or local ordinances; (d) to infringe upon or violate our intellectual property rights or the intellectual property rights of others; (e) to harass, abuse, insult, harm, defame, slander, disparage, intimidate, or discriminate based on gender, sexual orientation, religion, ethnicity, race, age, national origin, or disability; (f) to submit false or misleading information; (g) to upload or transmit viruses or any other type of malicious code that will or may be used in any way that will affect the functionality or operation of the Service or of any related website, other websites, or the Internet; (h) to collect or track the personal information of others; (i) to spam, phish, pharm, pretext, spider, crawl, or scrape; (j) for any obscene or immoral purpose; or (k) to interfere with or circumvent the security features of the Service or any related website, other websites, or the Internet. We reserve the right to terminate your use of the Service or any related website for violating any of the prohibited uses.
- 32. We do not guarantee, represent or warrant that your use of our service will be uninterrupted, timely, secure or error-free. We do not warrant that the results that may be obtained from the use of the service will be accurate or reliable.
- 33. You agree that from time to time we may remove the service for indefinite periods of time or cancel the service at any time, without notice to you.
- 34. You expressly agree that your use of, or inability to use, the service is at your sole risk. The service and all products and services delivered to you through the service are (except as expressly stated by us) provided 'as is' and 'as available' for your use, without any representation, warranties or conditions of any kind, either express or implied, including all implied warranties or conditions of merchantability, merchantable quality, fitness for a particular purpose, durability, title, and non-infringement.
- 35. In no case shall Scribe One Limited, LLC, our directors, officers, employees, affiliates, agents, contractors, interns, suppliers, service providers or licensors be liable for any injury, loss, claim, or any direct, indirect, incidental, punitive, special, or consequential damages of any kind, including, without limitation lost profits, lost revenue, lost savings, loss of data, replacement costs, or any similar damages, whether based in contract, tort (including negligence), strict liability or otherwise, arising from your use of any of the service or any products procured using the service, or for any other claim related in any way to your use of the service or any product, including, but not limited to, any errors or omissions in any content, or any loss or damage of any kind incurred as a result of the use of the service or any content (or product) posted, transmitted, or otherwise made available via the service, even if advised of their possibility. Because some states or jurisdictions do not allow the exclusion or the limitation of liability for consequential or incidental damages, in such states or jurisdictions, our liability shall be limited to the maximum extent permitted by law.
- 36. You agree to indemnify, defend and hold harmless Scribe One Limited, LLC and our parent, subsidiaries, affiliates, partners, officers, directors, agents, contractors, licensors, service providers, subcontractors, suppliers, interns and employees, harmless from any

- claim or demand, including reasonable attorneys' fees, made by any third-party due to or arising out of your breach of these Terms of Service or the documents they incorporate by reference, or your violation of any law or the rights of a third-party.
- 37. In the event that any provision of these Terms of Service is determined to be unlawful, void or unenforceable, such provision shall nonetheless be enforceable to the fullest extent permitted by applicable law, and the unenforceable portion shall be deemed to be severed from these Terms of Service, such determination shall not affect the validity and enforceability of any other remaining provisions.
- 38. The obligations and liabilities of the parties incurred prior to the termination date shall survive the termination of this agreement for all purposes.
- 39. These Terms of Service are effective unless and until terminated by either you or us. You may terminate these Terms of Service at any time by notifying us that you no longer wish to use our Services, or when you cease using our site.
- 40. If in our sole judgment you fail, or we suspect that you have failed, to comply with any term or provision of these Terms of Service, we also may terminate this agreement at any time without notice and you will remain liable for all amounts due up to and including the date of termination; and/or accordingly may deny you access to our Services (or any part thereof).
- 41. The failure of us to exercise or enforce any right or provision of these Terms of Service shall not constitute a waiver of such right or provision.
- 42. These Terms of Service and any policies or operating rules posted by us on this site or in respect to The Service constitutes the entire agreement and understanding between you and us and govern your use of the Service, superseding any prior or contemporaneous agreements, communications and proposals, whether oral or written, between you and us (including, but not limited to, any prior versions of the Terms of Service).
- 43. Any ambiguities in the interpretation of these Terms of Service shall not be construed against the drafting party.
- 44. These Terms of Service and any separate agreements whereby we provide you Services shall be governed by and construed in accordance with the laws of the United States Virgin Islands, with exclusive jurisdiction and venue proper in the courts of St. Thomas, US Virgin Islands.
- 45. You can review the most current version of the Terms of Service at any time at this page. We reserve the right, at our sole discretion, to update, change or replace any part of these Terms of Service by posting updates and changes to our website. It is your responsibility to check our website periodically for changes. Your continued use of or access to our website or the Service following the posting of any changes to these Terms of Service constitutes acceptance of those changes.
- 46. We collect and maintain personal information you give us on this website, or in some other way, such as your name, address, email address and so forth. We also collect other data such as IP addresses, types of browsers, operating systems and various types of non-personally identifiable information. The information collected on this website allows us to customize our product and service offerings to personalize and improve your interactive experience. We provide you with marketing and sales information by email and/or on this website, and adapt our actions in response to information collected. By

- use of user-specific information we accept, process and confirm orders, and research customer experiences in an attempt to qualitatively enhance your interaction with us. During registration, you may be required to give certain information (such as name and email address). To buy from us, you must provide contact information (like name and address) and financial information (like credit card number).
- 47. We take reasonable precautions to protect your information. Whenever we collect sensitive information (such as credit card data), that information is encrypted and transmitted to us in a secure way. We also protect your information offline. The servers in which we store personally identifiable information are kept in a secure environment. Nevertheless, despite following commercially reasonable precautions, no security processes are invulnerable and you may not expect that information is secure in all circumstances.
- 48. Our policies may change from time to time and all updates will be posted on this page. If you feel that we are not abiding by this privacy policy, you should contact us immediately via telephone or via email to <a href="mailto:info@scribeone.com">info@scribeone.com</a>.
- 49. Our website may use "cookies." A cookie is a small bundle of data usually stored locally on your hard drive to help us recognize you, and improve access to our site. For instance, when we use a cookie to identify you, you would not have to login a password more than once, thereby saving time while on our site. Cookies enable us to track and target the interests of our users to enhance the experience on our site. Some of our business partners may use cookies on our site (for example, advertisers). We have no access to or control over these cookies. If you wish to avoid the use of cookies, please set your browser settings to reject cookies. You can also delete cookies by following instructions associated with your browser(s). If you do not use cookies, our website may not operate, or may not operate correctly now or in the future.
- 50. We share information with our partners and advertisers. We may share information with entities that provide various services or products, including that we use outside firms for order fulfillment and credit card processing. We will, occasionally in response to legal process or any violation of our Terms of Service, reveal user-specific information. We may partner with other parties to provide specific services. When you user sign up for other services, we will share names and/or other contact information necessary for those other parties to provide services.
- 51. This website contains links to other websites. We are not responsible for the content or privacy practices of other websites. We encourage you to read applicable privacy policies when visiting other websites.
- 52. From time to time our website requests information via voluntary surveys or contests. You may choose whether, or not, to participate and disclose information.
- 53. Our website is not directed at minors. To the contrary, no minor is authorized to use this website for any purpose.
- 54. Use of this website from outside the United States is at your own risk and there are no express or implied warranties of merchantability or suitability for any particular purpose. This website may not be used in geopolitical areas where prohibited by any locally applicable law(s) or regulation.

We are available to discuss these policies, and usually respond within 24 hours of receipt of your communication. Questions about these Terms of Service should be sent to us at info@scribeone.com.