In the name of god







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Table of Contents

[Welcome To Box! 1](#_Welcome_To_BOX!)

[Your Account 1](#_your_account)

# Welcome To BOX!

Box is a cloud-based content management platform. Our products make it easier for people to share ideas, collaborate and help get work done. Since our products are cloud based, you can access them through the web and through any number of device types (e.g., desktop, laptop, tablets, and smartphone devices) that you choose.

# your account

1. Certain aspects of the Services may require you to obtain an account by completing a registration form and designating a user ID and password. When registering with Box you must: (a) provide true, current and complete information about yourself on the registration form and (b) maintain such information so it continues to be true, current and complete.
2. You are entirely responsible for all materials and information that you upload, post or otherwise transmit via the Services (please also see our Acceptable Use Policy in Section 10). If your account includes an administrative console, that console may include options to configure your use of some of the features in the Box Services.
3. If you choose to use Box Sign, the electronic signing feature Box may make available to you as part of the Box Services ("**Box Sign**"), it is your responsibility to determine whether the features of Box Sign are appropriate for your particular use cases and the laws and regulations that apply to you and the signers of your documents. Box does not commit to maintaining copies of signed agreements or signature logs separately from the files created during the Box Sign process. You have the sole responsibility to ensure these files are maintained appropriately.
4. If you use Box Sign, it will present this default disclosure to each recipient of your Box Sign requests on your behalf unless you have an administrative console and have changed the disclosure settings in that console. By using Box Sign to send files for signature without changing the default disclosure settings, you are adopting this disclosure each time as terms that will govern your Box Sign transaction. Similarly if you customize the disclosure in your administrative console, the customized terms you create will be presented to each recipient of your Box Sign requests and will govern each of your Box Sign transactions.
5. Only you may use your Box account and you are responsible for all aspects of your account. Each user must have a separate account. You may not share, loan or transfer your ID or password. If you become aware of any unauthorized use of the Services or your account, or have any questions about your account please contact Box Support via our [**Box Community Page**](https://community.box.com/).

1