TODO Terms of Service

Effective Date: July 25th, 2020

Thanks for Choosing TODO!

Thanks for choosing TODO! TODO service ("Service") is provided by Doist Ltd. ("Doist"). By using our Service, you are agreeing to these Terms of Service ("Terms") and certify that you are over the age of 13. If you are using the Service on behalf of an organization or entity ("Organization"), then you are agreeing to these Terms on behalf of the Organization. In that case, "you" and "your" may refer to the Organization. Please read these terms carefully before start using our Service.

Change of Terms of Service

From time to time, Doist may modify existing terms and/or update these terms with additional terms that apply to the Service. For example, Doist may modify existing terms to reflect any mandatory changes to the law. You should check the terms regularly to keep informed. Doist will also post notice of modification to these Terms on this page or via the email address you registered with us. Note, changes will not apply retroactively and will become effective thirty (30) days after they are posted on our website. Changes addressing new functions for the Service or changes made for legal reasons may be effective immediately. You should discontinue your use of our Service if you do not agree with updated/modified Terms.

Privacy Protection

Doist's <u>privacy policies</u> explain how we treat your personal data and protect your privacy when using our Service. By using our Service, you automatically agree to our privacy policies and Doist can use such data in accordance with its privacy policies.

Your Content in Our Service

Our service allows you to upload, download and store content, including but not limited to, information, text, graphics, videos, audios, or other material ("Content"). You retain ownership of any intellectual property rights that you hold in that Content. When you upload, store, send or receive Content to or through our Service, you give Doist and its service partners a worldwide license to host, store, upload and download this Content and only for the purpose of providing Service strictly to you and your use of the Content. We reserve our right at all times, but are not obligated, to remove or refuse to distribute any Content through the Service including your Content.

Software in Our Service

When the Service requires or includes downloadable software, this software may update automatically on your device once a new version or features become available to you. Some platforms may let you adjust your automatic update settings.

Doist gives you a personal, worldwide, royalty-free, non-assignable and non-exclusive license to use the software provided by Doist as part of the Service. You may not copy,

modify, distribute, sell, or lease any part of our Service or included software, nor may you reverse engineer or attempt to extract the source code of the software, unless local laws prohibit those restrictions or you have our written permission.

Modifying and Terminating Our Service

Doist may add or remove functionalities or features in the normal course of improving, changing, and/or updating the Service. We may also suspend or stop our Service with at least thirty (30) days notice prior to the complete shutdown of our Service.

You can choose to stop using our Service at will. We may also stop providing Service to you, or add or create new limitations to our Service at any time as detailed in the Terms.

API

You may access your Service data via the Application Program Interface ("API"). By using API, you are automatically bound by the Terms.

Using Our Service

You must follow any policies made available to you within the Service. You may only use our Service as permitted by law. Doist may investigate and/or suspend or terminate our Service to you at any time if we find your use of our Service violates the Terms and/or any policies.

Using our Service does not grant you ownership of any intellectual property rights in our Service or the content you may have access to. You may not use any copyrighted content in our Service unless you obtain permission from the content owner and/or are otherwise permitted by law. The Terms do not grant you the right to use any branding or logos used in our Service. Our Service may display some logos, trademarks, or branding materials that is not the property of Doist. These types of content are the sole responsibility of the entity that makes it available.

You must not abuse and/or misuse our Service, including but not limited to, doing the following things:

- 1. Using the Service for any unlawful purposes or activities;
- 2. Uploading any content to the Service in violation of any applicable law, including but not limited to, intellectual property laws and publicity laws;
- 3. Sending unsolicited promotions or advertisements;
- 4. Accessing or tampering with the Service's server systems:
- 5. Interfering with or disrupting the access of any user, host, or network;
- 6. Abusing or submitting excessively frequent requests to the Service via the API.

Doist, in its sole discretion, will determine abuse and/or misuse of our Service.