#### **Terms of Service**

Effective Date: 28 Oct 2024

Welcome to Lockform! By accessing or using our app and related Outlook email plugin, you ("User," "you," or "your") agree to abide by these Terms of Service ("Terms"). Please read them carefully, as they outline your rights and responsibilities while using our app.

# 1. Acceptance of Terms

By creating an account, accessing, or using our app, you accept and agree to comply with these Terms. If you disagree with any part of these Terms, please discontinue use of our services.

## 2. Eligibility

To use our app, you must be at least 18 years old and capable of entering into legally binding agreements. By using our services, you confirm that you meet this eligibility requirement.

# 3. User Account Responsibilities

- **Account Information**: You agree to provide accurate, current, and complete information during registration. You are responsible for maintaining the accuracy of your information.
- Account Security: You are responsible for securing your account login credentials and for any activities performed under your account. Notify us immediately of any unauthorized access or security breaches.

### 4. Permitted Use

You agree to use the app only for its intended business purposes, which may include managing and accessing business contacts and communications through our Outlook plugin. You agree not to:

- Use the app for any unlawful or prohibited activities
- Reverse-engineer, disassemble, or tamper with the app or any part of its code
- Misrepresent your identity or affiliation with any person or entity

# 5. Privacy

Our Privacy Policy governs how we collect, use, and protect your data. By using our app, you agree to the terms outlined in our privacy policy.

# 6. Cookies and App Functionality

Our app uses cookies for essential functionality. By using our app, you consent to this use of cookies. We do not use cookies for tracking or advertising purposes.

### 7. Service Availability

While we strive to keep our services operational, we do not guarantee uninterrupted access. We

may temporarily suspend access to the app for maintenance or upgrades, and we are not liable for any downtime or service interruptions.

### 8. Intellectual Property

- **Ownership**: All content, including logos, code, designs, and trademarks, are the property of UmmLabs.
- **User License**: We grant you a limited, non-transferable, revocable license to use our app and plugin in accordance with these Terms. This license does not permit you to use, reproduce, or distribute any content beyond your intended use.

### 9. Termination

We reserve the right to suspend or terminate your account or restrict access to our app if we determine you have violated these Terms or any applicable law. You may also terminate your account at any time by contacting us.

#### 10. Disclaimer of Warranties

Our app and all associated services are provided "as-is" without any warranties, express or implied. We do not warrant that our app will be error-free, secure, or uninterrupted.

# 11. Limitation of Liability

To the extent permitted by law, Lockform or UmmLabs shall not be liable for any indirect, incidental, or consequential damages resulting from your use of our app, including but not limited to data loss, lost profits, or business interruption.

### 12. Governing Law

These Terms shall be governed and construed in accordance with the laws of Georgia, USA, without regard to its conflict of law provisions.

### 13. Changes to Terms of Service

We may update these Terms from time to time. If we make significant changes, we will notify you by email or through an in-app notification. By continuing to use our services after any changes, you agree to be bound by the updated Terms.

#### 14. Contact Us

For questions or further clarification regarding these Terms, please contact us at orosen888@gmail.com.

By using our app, you acknowledge that you have read, understood, and agreed to these Terms of Service.