



Order and Sale Agreement

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Please read this Order Schedule carefully before attending the training services listed in this Order Schedule (the "Training Services") offered by or on behalf of Intapp.

Intapp software and services are offered solely in accordance with and subject to the license agreement entered into by and between the firm identified above ("Customer") that governs the software and services Intapp licenses to Customer (the "Agreement"). Capitalized terms not defined herein shall have the meaning ascribed to them in the Agreement. The terms and conditions listed below form part of this Order Schedule and the Agreement. Those terms include registration, cancellation and refund policies. By clicking the "I Accept" button and/or attending the Training Services, you and the Customer you represent (1) agree that you have read the terms and conditions of this Order Schedule and the Agreement and agree to be bound by them; (2) agree that the attendance of any individual from Customer or its Affiliates in the Training Services is expressly conditioned upon acceptance of such terms; and (3) represent and warrant that you are authorized to act on behalf of and bind the Customer.

CONFIDENTIALITY

Notwithstanding anything to the contrary in the Agreement, you agree that the content delivered through the Training Services and the website, including without limitation, any written, video, or graphic information, (i) shall be used only by the number of individuals that have paid for and are authorized to access such Training Services and (ii) shall not be shared with any other individual, including individuals within the same firm or its Affiliates.

NO RECORDING

In addition to the restrictions set forth in the Agreement and as a condition of being allowed to attend the Training Services, Customer agrees that neither it nor its Affiliates or contractors shall record the Training Services in any manner or medium.

REGISTRATION AND CANCELLATION TERMS

Registration

To complete registration for the Training Services, please complete and sign the Order Schedule above.

Your registration to attend the Training Services is not confirmed until you receive an e-mail from Intapp confirming successful payment and your registration.

Registration is only for the number of attendees indicated on the Order Schedule AND paid for by you. You may substitute registered course attendee(s) without charge, but changing the number of attendees requires completing a new registration or cancellation process, as applicable.

Unless you are otherwise notified by Intapp, the Training Services shall be held in the location stated on the Order Schedule. If the Location states: "online" or "virtual class", the Training Services shall be conducted online and

individuals will be responsible for having the hardware, software and network access necessary to access the Training Services.

Cancellation/Reschedule by Customer:

Your request to cancel or reschedule a class must be submitted via email with the word **"Cancellation"** in the subject line to the email: customertraining@intapp.com.

Your request will not be deemed granted or accepted until you receive an e-mail from Intapp confirming that your request has been granted.

Cancellation by Intapp:

Intapp reserves the right to (A) reschedule any Start Date and (B) cancel any Training Services due to (1) insufficient enrollment by providing notice to you at least seven (7) calendar days prior to the Start Date; or (2) at any time, including on or after the Start Date, due to circumstances beyond its reasonable control (e.g. weather, natural disaster) and/or circumstances that it deems to be commercially reasonable.

In the event of cancellation by Intapp, you may elect to receive a full refund of registration fees paid or credit toward equivalent Training Services.

Intapp will not be responsible for any other expenses incurred as part of or in connection with the Training Services, including without limitation, any travel arrangements, costs related to accessing online elements of the Training Services (including, without limitation, software, hardware or network costs), tickets purchased or reservations made by you or any other attendee ("Expenses"). Intapp is not responsible for Expenses you incur or are non-refundable for any reason, including without limitation, cancellation of the Training Services by Intapp.

If a training class is cancelled by Intapp due to circumstances beyond its reasonable control less than seven (7) days from the commencement of the Training Services (e.g. weather, natural disaster), the Customer is entitled as its sole and exclusive remedy to a full class credit solely for Training Services which (i) must be used within 6 months of the date of the original class for another class offered by Intapp; and (ii) is not refundable or redeemable for cash or credit towards other services. Such credit does not apply if the Start Date is rescheduled for another day or time.

REFUND POLICY

Solely for the Training Services set forth on the attached Order:

You may receive a full refund or credit of registration fees paid if your cancellation or reschedule request is confirmed by Intapp at least fourteen (14) full calendar days prior to the scheduled commencement date of the Training Services set forth on the Order Schedule ("Start Date").

Except as provided below, if your cancellation or reschedule request is confirmed by Intapp less than fourteen (14) full calendar days prior to the Start Date, you will be billed and are responsible for paying 50% of the registration fee.

If you fail to attend the Training Services or cancel on or after the Start Date ("No Show"), you will be billed 100% of the registration fee. No Show fees are not eligible for credit and cannot be applied towards future classes.

Except as expressly provided above, all fees paid are non-refundable and non-cancelable.

This cancellation policy applies to both onsite and classes accessed online ("virtual classes"). For all classes, including virtual classes, students shall not be permitted to make-up missed segments or transfer dates from one class segment to another class.

Course Credit

Any credit you receive toward registration fees credit must be used on other equivalent Training Services offered by Intapp within 6 months of the Start Date of Training Services for which the credit was given. If there is a price difference (or the price of the same Training Services has increased), you are responsible for paying the difference in price in order to attend the Training Services.