



This Conga Sign for One Span Add-On Amendment (“**Add-On Amendment**”) is entered between Customer (“**Customer**”) and Apttus Corporation (“**Conga**”) and shall supplement the Conga Sign Statement of Work, (“**SOW**”) as described in the applicable Order. This Add-On Amendment is issued pursuant to the Professional Services Terms, or similar professional services agreement (collectively, “**PS Terms**”), attached to the Master Services Agreement, or similar subscription agreement (collectively, “**MSA**”), by and between the parties. In the absence of existing PS Terms between the parties, this Add-On Amendment shall be governed by the Professional Services Terms located at: <https://legal.conga.com/#professional-services-terms>.

All capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the MSA, Order, or SOW, respectively.

**Whereas**, Customer wishes to have Conga provide additional Professional Services pursuant to the SOW and this Add-On Amendment;

Whereas, each type of Add-On Amendment, as identified on the applicable Order between Conga and Customer, is identified below. For clarity, not all Add-On criteria listed herein shall apply to Customer.

- Conga Sign Authentication Type Add-On
- Conga Sign Connector Type Add-On
- Conga Sign Template Type Add-On
- Conga Sign Advisory Services Type Add-On

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties to add the applicable Add-on terms below as follows:



**Conga Sign Authentication Add-On**

| Functionality             | Conga Sign Add-On Offering for Authentication for One Span                                                                                                                      | Scope of Configuration                                                                                                                                                                                                                               |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Authentication</b>     |                                                                                                                                                                                 |                                                                                                                                                                                                                                                      |
| eSignature Authentication | Knowledge Based Authentication (KBA) is available through Equifax US or Equifax Canada only. Recipients must be in the U.S. or Canada                                           | Setup KBA: <ul style="list-style-type: none"><li>• Configure option for KBA Equifax</li><li>• Configure authentication requirements</li></ul>                                                                                                        |
| eSignature Authentication | Enable Document (ID) Verification which is an authentication process where the recipient must scan a government issued ID and take a selfie to provide proof of their identity. | Setup Document Verification: <ul style="list-style-type: none"><li>• Configure option for Document verification. Document verification + Facial recognition OR Document verification only.</li><li>• Configure authentication requirements</li></ul> |



**Conga Sign Connectors Add-On**

| Functionality                | Conga Sign Add-On Offering for Connectors for One Span                                                   | Scope of Configuration                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Connectors</b>            |                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Workday Connector            | Provide advisory services on how to setup the Workday Connector to Conga Sign Web Application            | Guidance on the following: <ul style="list-style-type: none"><li>• Initial install Specifying Account information, language, user permissions</li><li>• Guidance on Testing: create a package, add documents to a package, preparing documents for signing, signing</li><li>• Advising on file size constraints, file name constraints, general file constraints</li></ul> Sharing documentation                                         |
| Microsoft Dynamics Connector | Provide advisory services on how to setup the Microsoft Dynamics Connector to Conga Sign Web Application | Guidance on the following: <ul style="list-style-type: none"><li>• Initial install via solution import</li><li>• Specifying Account information, language, user permissions</li><li>• Guidance on Testing: create a package, add documents to a package, preparing documents for signing, signing</li><li>• Advising on file size constraints, file name constraints, general file constraints</li><li>• Sharing documentation</li></ul> |



**Conga Sign for Templates Add-On Scope**

| Functionality        | Conga Sign Add-On Offering for Templates for One Span                        | Scope of Configuration                                                                                                                                                                                                                                                                                                                                                             |
|----------------------|------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Templates</b>     |                                                                              |                                                                                                                                                                                                                                                                                                                                                                                    |
| eSignature Templates | Basic Conga Sign templates setup that will route documents for signatures    | Up to 4 templates: <ul style="list-style-type: none"><li>• Up to 3 signers per document</li><li>• Up to 6 signature tags per document</li><li>• Configure 1 default signing order per template</li><li>• Up to 5 custom form fill fields per template</li><li>• Up to 4 conditional elements per template</li></ul>                                                                |
| eSignature Templates | Advanced Conga Sign templates setup that will route documents for signatures | Up to 6 templates: <ul style="list-style-type: none"><li>• Up to 10 signers per document</li><li>• Up to 20 signature tags per document</li><li>• Configure 1 default signing order per template</li><li>• Up to 20 custom form fill fields per template or write back fields (Salesforce generated templates only)</li><li>• Up to 15 conditional elements per template</li></ul> |



**Conga Sign SSO Add-On Scope**

| Functionality                             | Conga Sign Add-On Offering for SSO for One Span                                                                                                           | Scope and Responsibilities of Migration                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Advisory Services</b>                  |                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| eSignature SSO                            | Provide advisory services on linking customers SSO to Conga Sign. Customer SSO is required to follow the SAML 2.0 protocol to enable SSO with Conga Sign. | Advise on the following: <ul style="list-style-type: none"> <li>• Enable "senders" (members of a OneSpan Sign account) to log in to OneSpan Sign using SSO via SAML 2.0 tokens.</li> <li>• Enable "recipients" (not members of a OneSpan Sign account) to access the Signer Experience using SSO via SAML 2.0 tokens. (Force Login feature)</li> <li>• Configuring Your Identity Provider</li> <li>• Configuring SAML on your OneSpan Sign Account</li> <li>• Testing Your SSO Functionality</li> </ul> |
| eSignature API Advanced Advisory Services | Guidance on setting up advanced API features for eSignature                                                                                               | Advise on the following: <ul style="list-style-type: none"> <li>• Provide Help on the below topics:</li> <li>• Email Server Integration, Callback Event Configuration</li> <li>• Enhanced Signer Authentication               <ul style="list-style-type: none"> <li>○ SMS One-time Passcode</li> <li>○ Knowledge-Based Auth (KBA)</li> <li>○ Govt ID verification</li> </ul> </li> </ul> Govt ID verification with Face Match                                                                          |