



This Contracts for Salesforce Accelerator Add-On Amendment (“**Add-On Amendment**”) is entered between Customer (“**Customer**”) and Apttus Corporation (“**Conga**”) and shall supplement the Contracts for Salesforce Statement of Work as may be applicable, (“**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.

- Contracts for Salesforce Template Accelerator Add-On
- Contracts for Salesforce Contract Agreement Flow Accelerator Add-On
- Contracts for Salesforce Clause Level Approvals Accelerator Add-On
- Contracts for Salesforce eSignature Accelerator Add-On
- Contracts for Salesforce Data Migration Accelerator Add-On
- Contracts for Salesforce Salesforce Environment Migration Accelerator Add-On
- Contracts for Salesforce Hypercare Accelerator Add-On
- Accelerator Add-On 25 Hour Blocks

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:

#### **Contracts for Salesforce Template Accelerator Add-On**

For each additional Template, Conga PS will configure the following scope:

1. Create 1 Contract template
  - a. Create and insert up to FOURTY (40) Conga merge fields across all templates
  - b. Up to FIVE (5) conditional sections
  - c. Up to EIGHT (8) queries
  - d. THREE (3) dynamic table that pulls in from a single related list (i.e. pricing table)
  - e. Up to FIFTY (50) clauses and ONE (1) clause bundle

#### **Contracts for Salesforce Contract Agreement Flow Accelerator Add-On**

For each additional Contract Agreement Flow, Conga PS will configure the following scope:

1. Create and Setup of Contract Status field with up to 8 status values
  - a. Configure up to ONE (1) page layout and ONE (1) record type
    - i. Create up to TEN (10) Custom fields
2. Create up to TWO (2) Salesforce Flows to support Contract Agreement workflow automation with a maximum of TWENTY (20) nodes and/or actions across both (typically created on the Contract Agreement and Email Message objects)



- a. Create up to TWO (2) simple Conga Email templates with up to FIVE (5) merge fields each
- b. Create up to THREE (3) simple Salesforce Email templates with up to FIVE (5) merge fields each
3. Create ONE (1) standard Salesforce Approval process which routes the Contract Agreement record to up to THREE (3) serial approver users or queues

### **Contracts for Salesforce Clause Level Approvals Accelerator Add-On**

For each additional Clause Level Approval, Conga PS will configure the following scope:

1. Configure up to SIX (6) Clause Level Approvals
  - a. A single named approver is supported for each Clause Level Approval

### **Contracts for Salesforce eSignature Accelerator Add-On**

Conga PS will Configure Conga Sign

1. Setup and configure Conga Sign
  - a. Create embedded signature tags for all Contracts for Salesforce templates listed as in scope with up to two signers for the following standard signature elements:
    - i. Printed Name
    - ii. Signature
    - iii. Date
    - iv. Title

### **Contracts for Salesforce Data Migration Accelerator Add-On**

1. Conga PS will perform a basic data import from an MS Excel Data Template into the Contract Agreement object. Up to 10,000 records / documents and THIRTY (30) Metadata fields.
2. Conga PS will provide guidance and training on data transformation activities.
3. Data Migration Assumptions
  - a. The Customer will provide 1 consolidated CSV or Excel workbook. Conga will provide a template to assist with the data preparation.
  - b. The Customer will ensure that unique ID's exist across the Salesforce and are provided in the consolidated file.
  - c. The Customer is required to perform the data collection prior to the data import. This includes data extraction from the current system(s).
  - d. The Customer is required to perform the data cleansing prior to the data import. This includes de-duplication, OCR, and other enrichment activities. Additional data cleansing activities:
    - i. Parsing name fields. You have "Dr. Owen McClung, Director" stored in your database. You want to create a person from this field. In order to create a person, we have to parse and clean this data to put "Dr" in the Salutation field, "Owen" in the First name field, "McClung" in the Last Name field and "Director" into a title field.
    - ii. You are translating values from an old value to a new value. For example, you have the letter "A" in your legacy data and you want this to appear as "Active" in the new system.
    - iii. You are retiring values, users, etc. For example, you have Contract Managers assigned to Contracts that you don't want to setup as users in the system.
  - e. Meta-data error resolution is the responsibility of the client.



### **Contracts for Salesforce Salesforce Environment Migrations Accelerator Add-On**

For each additional Salesforce Environment Migration, Conga will do the following:  
Conga PS will migrate the configured solution and all meta-data for the Conga solution between ONE (1) Salesforce Environment to ONE (1) other Salesforce environment as directed by the Customer.

### **Contracts for Salesforce Hypercare Accelerator Add-On**

For each additional Hypercare period, Conga PS will provide the following services:

1. Conga will provide up to 8-hours of follow-up support as part of this engagement.
2. This post deployment support will be available for 5-days immediately following the go-live date to ensure adoption of the changes.
3. This support will be provided remotely.

### **Accelerator Add-On 25 Hour Blocks**

1. Accelerator Add-On hours are sold in blocks of twenty (25) hours with a maximum of two hundred (200) hours. The number of hours and applicable invoice dates are indicated on the applicable Order Form(s).
2. Accelerator Add-On hours must be used within the timeframe of the CFS Accelerator project. Any unused hours will expire upon the agreed upon completion of the project and deliverables. Add-On hours may not be carried over to any additional projects or services.
3. Customer and Conga agree that the Accelerator Add-On hours establish an estimate of the requisite level of effort ("Level of Effort") necessary to complete the work requested by the Customer. The actual hours necessary may vary. If the actual hours exceed the Level of Effort estimate or additional work is requested by the Customer, additional Professional Services hours may be purchased at the same rate via a separately executed Professional Services On Demand Order Form.

Upon Conga's request, Customer will provide Conga with requirements and other detailed information (including cases, deployment plans, and further documents) to allow Conga to be able to provide a Level of Effort.

4. Customer and Conga agree that the Accelerator Add-On hours establish an estimate in a level of effort document ("**Level of Effort**"). The actual hours may vary. If the actual hours exceed the allowed maximum two hundred (200) hours available to the Customer for the then-current project timeline, additional Professional Service hours may be purchased at the same rate via a separately executed Professional Services On-Demand Order Form. Upon Conga's request, Customer will provide Conga with requirements and other detailed information (including cases, deployment plans, and further documents) to allow Conga to be able to provide a Level of Effort.
5. The original timeline of the CFS Accelerator (as indicated in the SOW link on the Order Form) project may be extended dependent on the amount of Accelerator Add-On hours purchased,



the complexity, and the magnitude of the Customer request. Customer and Conga will agree to the project timeline during the planning phase of the project.

6. In some cases, a Customer's request, depending on its complexity or magnitude, may require a separate professional service engagement, in Conga's sole discretion (i.e. Add-On hours cannot be applied to the specific project). This includes, without limitation, training classes (which will be referred to Conga Education Services).
7. Any time spent for research, investigation, discovery, meetings, phone calls, testing, and any other activities directly related to the Customer request will be logged as billable time.