



This Conga Sign Web 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 eSignature Type Add-On
- Conga Sign Authentication Type Add-On
- Conga Sign Template 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 eSignature Add-On

Functionality	Conga Sign Add-On Offering for eSignature for Web	Scope and Responsibilities of Migration
Domain Keys Identified Mail Configuration		
DKIM (White Labeling)	Configuration of one (1) DomainKeys Identified Mail (DKIM) entry to allow emails sent from one (1) Conga Sign account (Sender Policy Framework (SPF) can also be configured together with DKIM)	DKIM Configuration to include the following: <ul style="list-style-type: none">• Review the DKIM configuration process and the required Customer input• Setup of DKIM configuration and provide DNS records to the Customer• Customer will be required to add the DNS records on email service provider account• Assist with validation of the new records• Configure the Customer's Conga Sign account with the new originating email address• Assist with testing and validation



Conga Sign Authentication Add-On

Functionality	Conga Sign Add-On Offering for Authentication for Web	Scope of Configuration
Authentication		
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">• Configure option for KBA Equifax• Configure authentication requirements
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">• Configure option for Document verification. Document verification + Facial recognition OR Document verification only.• Configure authentication requirements



Conga Sign Template Add-On Scope

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