

Statement Delivery

This Data Sheet describes the Statement Delivery Services to be provided by Sovos Compliance, LLC (“Sovos”) to the customer named on an applicable Order Form (the “Customer”) in accordance with this Data Sheet. Statement Delivery includes both print and mailing of Forms and electronic Form delivery (eStatements) to deliver Forms to Customer’s recipients.

1 DEFINITIONS.

1.1 “Form” means tax or informational forms that are transmitted electronically or on paper to the appropriate regulatory agency, including any and all changes that are additions (new filings) and any and all changes that are corrections to a prior filing.

1.2 “Print Approval Date” means the final date upon which Customer Information must be approved by Customer. Such approval is to be no later than 12:00pm CST on the date specified on the Print Services Confirmation.

1.3 “Print Services Confirmation” means the confirmation distributed to Customer preceding the tax reporting season that includes form types and quantities, the per unit price, and the Print Approval Date. The PSC also lists additional services that may be elected by Customer.

2 STATEMENT DELIVERY.

2.1 Sovos will provide Statement Delivery Services in accordance with Sovos’ policies and procedures, including fees and payments. Fees for eStatements are separate from any fees paid for printing and mailing of Forms are separate Customer may choose to have electronic form delivery at an additional charge.

3 CHANGES. Sovos may, from time to time and in its sole discretion, make changes to this document or the terms and conditions set forth herein, provided however, in no event shall Sovos make any changes that will degrade the services applicable to this Data Sheet without prior written notice to Customer. When Sovos makes changes hereto which do not degrade the services applicable to this Data Sheet, Sovos will provide notice as appropriate under the circumstances, e.g., by updating the Data Sheet located at <https://sovos.com/customer-legal-data-sheets/> or by sending Customer an email.

4 DEFINED TERMS. Except as defined herein or otherwise required by the context herein, all defined terms used in this Data Sheet have the meaning set forth in the Governing Agreement.

5 TERMS AND CONDITIONS. Customer’s execution of an applicable Order Form for the Services applicable to this Data Sheet signifies Customer’s agreement to the terms and conditions in this Data Sheet and its acknowledgment that the Services are provided under and are governed by such applicable Order Form and the separate written agreement between the parties that expressly governs Sovos’ delivery of products and services (the “Governing Agreement”).

This document constitutes a Data Sheet as defined in the Governing Agreement.

SOVOS MAKES NO WARRANTIES, EXPRESS OR IMPLIED, IN THIS DOCUMENT.