

Service Description for Patent Service

Onboarding.

Description: The setup of your dedicated renewals account on our system, including the loading of your IP portfolio.

Clarivate's responsibilities:

- We will provide a regional project manager to manage your onboarding
- We will provide you with a Service Guide.
- We will perform data verification services (comparing and contrasting the data provided by you with the data maintained in relevant public records for such countries) in jurisdictions where we have public data sources that are available and, in our reasonable opinion, reliable.
- We will upload your IP portfolio into your dedicated renewal account on our system.

Your responsibilities:

- You must transfer your portfolio data to us in the format described in the Service Guide.
- You must review your portfolio once we have completed the upload into the system and agree to the contents within the Portfolio Review Period on your order form.

Ongoing data management.

Description: Additions, changes and deletions to your IP portfolio during the term of the Services.

Clarivate's responsibilities:

- We will upload data you provide during the term into your dedicated renewal account on our system. We will confirm updates and will address any issues via the reporting methods described in your Services Guide.
- We will provide data verification services for any new data we receive during the term. Data verification will not be reperformed on data previously uploaded into the system.

Your responsibilities:

- You are responsible for sending new and updated IP case data in accordance with the instructions in your Service Guide.
- You must also verify and confirm the changes to your IP portfolio and the content of reports we provide.

Renewal Instructions.

Automatic

Description: Where you have purchased our automatic service, we will automatically pay all renewal and maintenance fees due within the current renewal cycle unless you instruct us otherwise by the deadline.

Clarivate's responsibilities:

- We will inform you of renewal and maintenance fees due within the upcoming cycle via a patent renewal notice.



- We will pay all renewal and maintenance fees due within the current renewal cycle identified in the Renewal Notice unless you instruct us otherwise.
- We will send you an invoice in accordance with the Invoicing Period on your order form based on the service fee components known at the time.
- Where Record Retention is included on your order form, we will store all available official receipts for you and, if requested, will send official receipts to you for a charge.

Your responsibilities:

- You must promptly review the patent renewal notice and notify us of your instruction not to renew a Right. Instructions can be made manually, electronically or online as set out in the Service Guide. Instructions must be received prior to the deadlines identified in the Renewal Notice.

Instruct

Description: Where you have purchased our instruct service, we will only make payment of amounts in order to effect the renewal of a Right as instructed by you. *If we do not receive an instruction to renew by the deadline, then the case(s) will be inactivated on our system; if you do not handle the renewal through another avenue then it will lapse. Not all jurisdictions will honor a grace period, so it is essential that instructions be provided prior to our deadlines.*

Clarivate's responsibilities:

- We will inform you of renewal and maintenance fees due within the upcoming cycle via a patent renewal notice.
- We will make payment of amounts in order to effect the renewal of a Right as instructed by you.
- We will send you an invoice upon receipt of an instruction based on the service fee components known at the time.
- Where Record Retention is included on your order form, we will store all available official receipts for you and, if requested, will send official receipts to you for a charge.

Your responsibilities:

- You must promptly review the patent renewal notice and provide your instructions. Instructions can be made manually, electronically or online as set out in the Service Guide. Instructions must be received prior to the deadlines identified in the Renewal Notice.

Ipendo platform customers

As a consequence of using the Ipendo platform you agree that the following changes shall apply to this agreement:

(1) Any reference to the transfer of data or Renewal Notices will be via the Ipendo platform; (2) other than for calculation of the our invoice date, the dates set forth in the Service Guide shall not apply and shall be replaced by the dates generated by the Ipendo platform; and (3) we shall be entitled to charge for Services following the first attempted pay date (as detailed on the Ipendo platform) and shall only be obliged to perform the Renewal from the case qualification date (as detailed on the Ipendo platform).

Out of Scope



The Services do not include payment of accumulated annuities or back fees arising in certain countries at the time of grant or acceptance of an application. It is your responsibility to arrange payment of such fees directly with your associate.

Optional Services

Patent Safety Net. We will analyze any granted patent(s) you have chosen not to renew using the “CPA Global Statistical Patent Assessment Tool” to estimate any potential further value. We will inform the individual indicated on your order form of any patent(s) which achieve a high score and, if desired, such individual must contact us to instruct we either reverse your instruction to cease the Services or pursue a sale of the patent through our patent broker partner. If no response is provided, we will cease to provide Services in respect of the particular Right. If you choose to retain the patent at any point, then you must send us specific instructions to perform the Renewal.

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