



## Privacy Policy

It is Ea\$yDraft's (Service Provider) intention to ensure it's Customers (Company) that all information provided to Ea\$yDraft is kept in the utmost confidence. Our policy with regard to information provided to us on your Company and that of your Customers is as follows:

1. **Confidentiality.** Service Provider recognizes that its relationship with the Company is one of high trust and confidence by reason of its access to and contact with the trade secrets and confidential and proprietary information of the Company (the "Confidential Information"). The Service Provider acknowledges and agrees that any information or data it has or will acquire from the Company, its agents and/or employees, not otherwise properly in the public domain, was and/or is received in confidence by the Service Provider. The Service Provider will, at all times, either during or after the termination of its engagement with the Company, maintain in confidence and shall not directly or indirectly use for itself or for the benefit of others, disclose or give to any persons or entities any Confidential Information, except as may be required in the ordinary course of performing its duties as a service provider to the Company or as may be required by law or a governmental authority with proper jurisdiction. Immediately upon the termination of this Agreement, the Service Provider shall deliver to the Company any and all Confidential Information in its possession, including all copies thereof.

2. **Confidential Information.** Confidential Information includes any proprietary information, technical data, business data, financial data, trade secrets, or business secrets of the Company (or of any third party which it is under an obligation to keep confidential), including but not limited to information (whether written, oral or machine-readable form and including any notes, memoranda, reports, lists, records, drawings sketches, specifications, software programs, data, documentation or other materials) concerning: business operations; methods of doing business, servicing customers and customer relations; customer or client lists; financial information; marketing strategies, plans and activities; business forms; names of, negotiations with or other business contacts with or information from suppliers, personnel, clients, customers and potential clients and customers; bids, proposals and contracts; internal reporting methods; software programs; operational and functional features and limitations of the Company' software; research and development plans and activities; and training methods.

3. **Non-Solicitation.** While the Service Provider is engaged by the Company and for the period of one (1) year after the termination of a signed Agreement the Service Provider will not, directly or indirectly, either for it or for any other person or entity, solicit, divert or attempt to solicit or divert any of the Company's clients or customers. The Service Provider specifically agrees and acknowledges that it will not, at any time use the Company's customer or client lists for any purpose whatsoever which is unrelated to its performance of this Agreement. The Service Provider specifically agrees and acknowledges that the Company's client and customer lists, and any financial information relating thereto, are Confidential Information subject to the terms and limitations set forth above, including but not limited to, the immediate return of this information upon such termination.

**Your Solution to Collecting Receivables Electronically**

4609 Fairvista Drive, Charlotte, North Carolina 28269