

**EXHIBIT A TO  
SERVICE SCHEDULE NO. 9 (NON DIRECT BILL CORPORATE CARD PROGRAM SERVICES)**

**IMPORTANT INFORMATION ABOUT YOUR NEW CORPORATE CARD  
TERMS OF USE**

- The UPS Store, Inc. (“**TUPSS**”) is an affiliate of UPS designated to provide these Corporate Card discounts to you through its franchise network of The UPS Store® locations (each, a “**Center**”). Each Center is an independently owned and operated franchise and each Center is solely responsible for any obligations incurred with you, and is solely responsible for its own acts and omissions.
- The Corporate Card is accepted at The UPS Store® Centers in the U.S.A.
- Products and services may vary by Center. All products and services offered are void where prohibited.
- Discounts do not apply to shipping charges.
- The Corporate Card is not a credit card. It is non-transferable and must be presented by the authorized user at the time of purchase to avail of the discounts. Center assumes that any and all Corporate Cards (virtual or physical) presented to Center at the time of purchase is valid and authorized. Neither TUPSS nor Center shall be responsible for any unauthorized use of Corporate Cards.
- All products and services, and associated charges (including, but not limited to, sales, use and similar taxes) must be paid for at the time of purchase. The Point of Sale system receipt constitutes the bill of sale for goods or services purchased.
- Corporate Card discounts cannot be combined with any other discount offer, and may not be applied towards payment of outstanding balances at participating Centers.
- TUPSS reserves the right to vary, change, or discontinue the privileges granted by this card without prior notice to you.
- NEITHER TUPSS NOR THE CENTERS WILL BE LIABLE TO YOU FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL LOSS OR DAMAGE OF ANY KIND, INCLUDING LOST PROFITS, AND TUPSS’ LIABILITY TO YOU FOR DIRECT DAMAGES WILL BE LIMITED TO THE AMOUNTS ACTUALLY RECEIVED BY TUPSS FROM YOU UNDER THIS CORPORATE CARD PROGRAM, EVEN IF DAMAGES WERE FORESEEABLE OR RESULT FROM A BREACH OF THE CORPORATE CARD PROGRAM OR IF TUPSS WERE ADVISED OF THE POSSIBILITY OF THE LOSS OF DAMAGE. Neither TUPSS nor the Centers will be liable for any claims arising out of or relating to loss due to trickery or fraud or criminal acts by third parties; provided, however, that a Center will be liable for such claims only to the extent of its effective insurance coverage.
- You will indemnify, defend, and hold harmless TUPSS and Center against all claims, actions, liabilities, losses, costs, and expenses (including attorney’s fees) arising out of or relating to any breach by you of any of the terms and conditions herein.
- The Corporate Card and other additional related materials are the sole property of TUPSS and must be surrendered upon TUPSS’ demand.
- You must comply with all applicable laws and regulations regarding your use of the Corporate Card.
- You are completely responsible for protecting the security of your card. You must immediately report loss, theft of damage of the Corporate Card to TUPSS at (I) 1-877-462-3622, (II) [crs@upsstore.com](mailto:crs@upsstore.com), or (III) TUPSS CRS Department, 6060 Cornerstone Court West, San Diego, CA 92121-3795.
- The UPS Store® locations are independently owned and operated by franchisees of TUPSS in the USA and by its master licensee and its franchisees in Canada. Services, pricing and hours of operation may vary by location.
- By accepting, signing or using the Corporate Card, you agree with the terms and conditions herein.

Your Corporate Card discounts are available for the following services:

| <b>Product/Service</b> | <b>Applicable Discount</b> |
|------------------------|----------------------------|
| (Print)Copies:         |                            |
| Black and White        | 20%OFF FULL RETAIL         |
| Color                  | 20% OFF FULL RETAIL        |

**EXHIBIT A TO  
SERVICE SCHEDULE NO. 9 (NON DIRECT BILL CORPORATE CARD PROGRAM SERVICES)**

|  |                     |
|--|---------------------|
| (Excluding Copy Cards)   |                     |
| Fax Service:   |                     |
| Send and Receive<br>(Excluding Fax Cards)  | 20% OFF FULL RETAIL |
| Mailbox Service  |                     |
| (Applies to new mailbox customers only)  |                     |
| All sizes  | 20% OFF FULL RETAIL |
| Key Deposits or Set-up Fee   | LOCALLY PRICED      |
| Additional charges (at local rates) may apply  |                     |
| Office Supplies:   | 20% OFF FULL RETAIL |
| Packaging Materials:   | 20% OFF FULL RETAIL |
| Packaging Services:  | 20% OFF FULL RETAIL |
| Retail Shipping Supplies:  | 20% OFF FULL RETAIL |
| (Print)Laminating/Binding  | 20% OFF FULL RETAIL |
| Computer Timeshare*  | 20% OFF FULL RETAIL |
| Desktop/Word Processing*   | 20% OFF FULL RETAIL |
| Stamps/Meter   | LOCALLY PRICED      |
| *At limited locations only   |                     |
| Client shall be responsible for any sales, use, and similar taxes that may be charged for the Products/Services. |                     |