

Agreement Number: _____
Customer: _____
Effective Date: _____
Term (if applicable): _____

HP CUSTOMER TERMS – PROFESSIONAL SERVICES

1. **Parties.** These terms represent the agreement (**Agreement**) governing the purchase of professional services from HP PPS Australia Pty Ltd (**HP**) by the Customer entity (**Customer**) as each are identified in the execution section. ***If Customer is a consumer within the meaning of the Australian Consumer Law under the Australian Competition and Consumer Act 2010 (Cth), refer to section 23.***
2. **Orders.** **Order** means the accepted order together with any supporting material which the parties identify as incorporated either by attachment or reference, including specifications, standard or negotiated service descriptions, data sheets and their supplements, and statements of work (SOWs), published warranties and service level agreements (**Supporting Material**). Supporting Material is available to Customer either in hard copy or by accessing a designated HP website.
3. **Scope and order placement.** This Agreement starts on the Effective Date and continues for the Term unless terminated earlier. If no Term is specified, the Agreement continues until terminated in accordance with its terms. It may be used by Customer either for a single Order or as a framework for multiple Orders and may also be used on a global basis by the parties' affiliates, meaning any entity controlled by, controlling, or under common control with either party (**Affiliates**). The parties can confirm their agreement to these terms either by signing below or by referencing this Agreement on Orders. Affiliates participate under these terms by placing orders which specify service delivery in the same country as the HP Affiliate accepting the Order, referencing this Agreement, and specifying any additional terms or amendments to reflect local law or business practices.
4. **Order arrangements.** Customer may place orders with HP through our website, customer-specific portal, or by letter, fax or e-mail. Where appropriate, orders must specify a service delivery date. If Customer extends the service delivery date of an existing Order beyond ninety (90) days, then it will be considered a new order.
5. **Prices and taxes.** Prices are as quoted in writing by HP or, in the absence of a written quote, as set out on our website, customer-specific portal, or HP's published list price at the time an order is submitted to HP. Prices are exclusive of taxes (including goods and services tax), duties, and fees (including installation, shipping, and handling) unless otherwise quoted. If a withholding tax is required by law, please contact the HP order representative to discuss appropriate procedures. HP will charge separately for reasonable out-of-pocket expenses, such as travel expenses incurred in providing professional services (if any).
6. **Invoices and payment.** Customer must pay all invoiced amounts within thirty (30) days of HP's invoice date. HP may suspend or cancel performance of open Orders or services if Customer does not pay amounts owed on or before the due date.
7. **Professional services.** HP will deliver any ordered professional services (including IT consulting and training) as described in the applicable Supporting Material and the following provisions apply:
 - (a) **Acceptance.** The acceptance process (if any) will be described in the applicable Supporting Material, will apply only to the deliverables specified, and will not apply to other products or services to be provided by HP;
 - (b) **Dependencies.** HP's ability to deliver services will depend on Customer's reasonable and timely cooperation and the accuracy and completeness of any information from Customer needed to deliver the services; and
 - (c) **Change Orders.** HP and Customer must each appoint a project representative to serve as the principal point of contact in managing the delivery of services and in dealing with issues that may arise. Requests to change the scope of services or deliverables will require a change order signed by both parties.
8. **Services performance.** HP must perform services using generally recognized commercial practices and standards. HP will re-perform any service that fails to meet this requirement where so notified by Customer.

Agreement Number: _____
Customer: _____
Effective Date: _____
Term (if applicable): _____

9. **Services with deliverables.** If Supporting Material for services defines specific deliverables, HP warrants those deliverables will conform materially to their written specifications for 30 days following delivery. If Customer notifies HP of a non-conformity during the 30 day period, HP will promptly remedy the impacted deliverables or refund to Customer the fees paid for those deliverables and Customer will return those deliverables to HP.
10. **Exclusion of warranty.** To the full extent permitted by law, HP excludes all representations, warranties, terms and conditions, whether express or implied (and including those implied by statute, custom, law or otherwise), except as expressly set out in this Agreement, including implied warranties of merchantability, fitness for a particular purpose, title and non-infringement.
11. **Intellectual property rights.** No transfer of ownership of any intellectual property occurs under this Agreement. Customer grants HP a non-exclusive, worldwide, royalty-free right and licence to any intellectual property that is necessary for HP and its designees to perform ordered services. If deliverables are created by HP specifically for Customer and identified as such in Supporting Material, HP grants Customer a worldwide, non-exclusive, fully paid, royalty-free licence to reproduce and use copies of the deliverables internally.
12. **Intellectual property rights infringement.** HP will defend and/or settle any claims against Customer alleging that an HP-branded product or service supplied under this Agreement infringes the intellectual property rights of a third party, provided Customer promptly notifies HP of the claim and cooperates with our defence. HP may modify the product or service so as to be non-infringing and materially equivalent, or we may procure a licence. If these options are unavailable, HP will refund to Customer the amount paid for the affected product in the first year or the depreciated value after or, for support services, the balance of any pre-paid amount or, for professional services, the amount paid. HP is not liable for claims caused or contributed to by:
 - (a) unauthorised use of products, services or deliverables supplied by HP;
 - (b) HP's compliance with designs, specifications, instructions or technical information supplied by or on behalf of Customer;
 - (c) changes to products, services or deliverables made by or on behalf of Customer;
 - (d) Customer's non-compliance with the specifications or any other product specific terms or requirements in documentation provided by HP; or
 - (e) use of products, services or deliverables supplied by HP with products, software or services that are not HP-branded.
13. **Licence term and termination.** Unless otherwise specified, any licence granted is perpetual, except HP may terminate the licence on written notice if Customer breaches this Agreement. Immediately upon termination, or in the case of a limited-term licence, upon expiration, Customer will either destroy all copies of the software or return them to HP. Customer may retain one copy for archival purposes only.
14. **Confidentiality.** Information exchanged under this Agreement will be treated as confidential if identified as such at disclosure or if the circumstances of disclosure would reasonably indicate such treatment. Confidential information may only be used for the purpose of fulfilling obligations or exercising rights under this Agreement, and shared with employees, agents or contractors with a need to know such information to support that purpose. Confidential information will be protected using a reasonable degree of care to prevent unauthorised use or disclosure for 3 years from the date of receipt or (if longer) for such period as the information remains confidential. These obligations do not cover information that: i) was known or becomes known to the receiving party without obligation of confidentiality; ii) is independently developed by the receiving party; or iii) where disclosure is required by law or a governmental agency.
15. **Personal Information.** Each party must comply with their respective obligations under applicable privacy and data protection legislation. HP does not intend to have access to personally identifiable information (**PII**) of Customer in providing services and Customer retains full responsibility for Customer PII at all times. If HP

Agreement Number: _____
Customer: _____
Effective Date: _____
Term (if applicable): _____

has access to Customer PII stored on a system or device of Customer, such access will likely be incidental and Customer confirms that HP may collect, use and disclose the PII for the purpose of complying with its obligations under this Agreement.

16. **Compliance.** Customer must comply with all laws, regulations and legal requirements applicable to the exercise of Customer's rights, and performance of Customer's obligations, under this Agreement. Products, services and deliverables provided under this Agreement are for Customer's internal use and not for further commercialisation. If Customer exports, imports or otherwise transfers products and/or deliverables provided under this Agreement, Customer must comply with applicable laws and regulations and for obtaining any required export or import authorisations. HP may suspend its performance under this Agreement if required by laws applicable to either party.
17. **Limitations and exclusions of liability.**
- (a) **Limitation.** HP's cumulative liability to Customer for all claims made by Customer under or in connection with this Agreement whether arising under contract (including under any indemnity), negligence or any other tort, under statute or otherwise at all will not exceed in aggregate the greater of \$1m or the total fees paid or payable to HP for the relevant Order in respect of which the claim arose.
 - (b) **Exclusion.** Neither party will be liable to other party in respect of any loss of profits, business, custom, revenue, anticipated savings, goodwill, data or contracts or any type of special, indirect, economic, punitive or consequential loss (including loss or damage suffered as a result of any claims brought by a third party) even if such loss was reasonably foreseeable or the party had been advised of the possibility of the other party incurring the same.
 - (c) **Application:** The limitations and exclusions under sections 17(a) and (b) apply to the full extent permitted by law. Nothing in this Agreement operates to exclude or limit liability: for death or personal injury caused by negligence; for fraud; HP's liability under section 12; for loss of or damage to tangible property caused by a party's breach of contract or negligence; for breaches of confidentiality under section 14; for HP's breach of a consumer guarantee under the ACL (subject to clause 23(b)); or for wilful misconduct (being a wilfully wrong act or omission which was known to be wrong and yet was intentionally persisted in with the intention of harming a person's safety or tangible property (excluding negligence or mistake)).
 - (d) **Savings.** HP will be not in breach of any of its obligations, or be liable under an indemnity, under this Agreement to the extent that the HP act or omission which would constitute such a breach, or give rise to liability under an indemnity, is caused by an act or omission by or on behalf of Customer.
18. **Disputes.** If Customer is dissatisfied with any products or services purchased under these terms and disagrees with HP's proposed resolution, we both agree to promptly escalate the issue to a Vice President (or equivalent executive) in our respective organizations for an amicable resolution without prejudice to the right to later seek a legal remedy.
19. **Force Majeure.** Neither party will be liable for performance delays nor for non-performance due to causes beyond its reasonable control, except for payment obligations.
20. **Termination.** Either party may terminate this Agreement (and all unfulfilled obligations) on written notice if the other:
- (a) commits a material breach of this Agreement and fails to remedy the breach within a reasonable period after being notified in writing of the details; or
 - (b) becomes insolvent, unable to pay debts when due, files for or is subject to bankruptcy or receivership or asset assignment.

Agreement Number: _____
Customer: _____
Effective Date: _____
Term (if applicable): _____

Any terms in the Agreement which by their nature extend beyond termination or expiration of the Agreement will remain in effect until fulfilled and will apply to both parties' respective successors and permitted assigns. Expiry or termination of this Agreement does not affect accrued rights and remedies.

21. **General.** This Agreement represents our entire understanding with respect to its subject matter and supersedes any previous communication or agreements that may exist. Modifications to the Agreement may be made only by written amendment signed by both parties. Customer must not assign, novate or transfer any or all of its rights or obligations under this Agreement without HP's prior written consent (not to be unreasonably withheld or delayed). Sections 1 to 23 take precedence over the Supporting Material.
22. **Law and jurisdiction.** This Agreement is governed by the laws of New South Wales, Australia and the courts of that state have exclusive jurisdiction, except HP may commence proceedings to recover amounts due and payable in any country where the Customer Affiliate that placed the Order is located or in any country in case of urgent relief. The United Nations Convention on Contracts for the International Sale of Goods does not apply.
23. **Australian Consumer Law (ACL).**
- (a) Subject to section 23(b), if Customer is a consumer within the meaning the ACL:
- (i) HP's products and services are supplied with consumer guarantees that cannot be excluded under the ACL. Customer has a right to a replacement or refund for a major failure and compensation for any other reasonably foreseeable loss or damage. Customer has a right to have the products repaired or replaced if they are not of acceptable quality and the failure is not a major failure;
 - (ii) nothing in this Agreement excludes or limits any right or remedy, or any guarantee, warranty or other term or condition implied or imposed by the ACL (including any consumer guarantee) which cannot be lawfully excluded or limited;
 - (iii) Customer's express warranties under this Agreement are in addition to Customer's rights and remedies under the ACL. Customer's consumer guarantee rights under the ACL prevail to the extent that they are inconsistent with any limitations contained in the express warranty;
 - (iv) if HP products are provided by Customer to HP for repair, they may be repaired using refurbished parts or may be replaced by refurbished products of the same type rather than being repaired. Customer data stored on products may be lost during repair;
 - (v) the express warranty period for HP's products, software and services is set out in the Supporting Material; and
 - (vi) if Customer wishes to receive support or claim a remedy under a warranty under this Agreement or the ACL, Customer should contact HP:

HP PPS Australia Pty Ltd
410 Concord Road
Rhodes NSW 2138
Telephone number for Australian calls: 13 10 47
Telephone number for international calls: +61 2 8278 1039
or visit www.hp.com.au and select the "Customer Service" option for the most current list of phone support numbers.
- (b) If Customer is a consumer within the meaning of the ACL and is purchasing goods or services that are not of a kind ordinarily acquired for personal, domestic or household use or consumption, then

Agreement Number: _____
Customer: _____
Effective Date: _____
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despite any other provision of this Agreement, HP limits its liability for failure to comply with a consumer guarantee as follows:

- (i) provision of services: to any one or more of the following: re-supply of the services or payment of the costs of having the services re-supplied;
- (ii) provision of products: to any one or more of the following: replacement of the products or the supply of equivalent products; repair of the goods; payment of the costs of replacing the goods or of acquiring equivalent goods; or payment of the costs of having the products repaired; and
- (iii) otherwise, to the maximum extent permitted by law.