

# AccuLicense Service - Schedule 1

These terms pertain to The Compliance Group's ("TCG") AccuLicense Service. By accepting an AccuLicense Service Order, the Customer agrees to these terms along with those in the Master Service Agreement.

## Nature of AccuLicense Service

TCG offers Consultant-managed document preparation and filing services ("Services") through the AccuLicense Service. TCG prepares and files applications, registrations, and authorization requests ("Applications") with Secretaries of State ("SoS"), the Federal Communications Commission ("FCC"), State Public Utility Commissions ("PUCs"), and Departments of Revenue ("DoR"). Customer gains access to TCG's AccuCompliance Platform for information, self-help, and service delivery. These services are for private use and don't constitute legal advice.

TCG is not a law firm; its Services don't replace legal advice. TCG doesn't verify legal accuracy, provide legal conclusions, opinions, or apply laws to Customer's situation. Hiring TCG or using the Services doesn't create an attorney-client relationship. For specific legal advice, TCG can refer Customers to Marshlian & Donahue, PLLC, or other licensed attorneys.

## Features

AccuLicense Service includes Applications for different Governmental authorizations:

- ✓ *Corporate Formation Services:* Forming corporate entities in the US, including:
  - C corporations ("C-Corp")
  - S corporations ("S Corp")
  - Limited Liability Companies ("LLCs")
- ✓ *Foreign Corporate Registration Services:* Registering corporations in states outside where the Company is incorporated, including:
  - Foreign Corp
  - Foreign LLC
- ✓ *A La Carte General Business Compliance Services:* Additional filings with SoS on a request basis, priced according to Fixed-Fees.
- ✓ *Regulatory Authorization Services:* Obtaining licenses, registrations, or authorizations from FCC, state PUCs, etc., including:
  - FCC International 214 Authorization
  - FCC Form 499 Registration
  - VoIP Registrations
  - Wireless Registrations
  - CLEC and IXC

## Fees

TCG offers AccuReg Service under Subscription-Based Fixed-Fees in Customer's Service Order. Most work is covered by these fees. Exceptions include cases where:

- Customer doesn't fulfill responsibilities.
- Legal or Non-Legal consultative services are requested.
- Non-standard Applications or certain types of authorizations are needed.

### **Tax Registration Services**

TCG offers tax registration services for various jurisdictions' Departments of Revenue, related to State and Local Sales Taxes ("SALT"), transaction taxes, or 911 fees.

### **Scope of AccuLicense Services**

Services within "In Scope" of Fixed-Fee Rate include:

- Compiling required information.
- Reviewing provided information.
- Drafting Applications.
- Allowing Customer review.
- One round of revisions.
- Submitting Applications.
- Government Agency account setup.
- Paying filing fees.
- Notifying Customer of approvals.
- Storing Applications.
- Communication regarding Applications.

### **Out-of-Scope or Non-Fixed Fees**

Some TCG services are not included in Fixed-Fee rates. Examples of "Out-of-Scope" services are detailed in the Master Service Agreement.

### **Customer Notice and Approval**

When Out-of-Scope or Non-Fixed-Fees apply, TCG will inform Customer of ICB pricing or that such pricing applies. TCG will await Customer's written authorization before proceeding, unless exceptional circumstances dictate otherwise.