### Legal entity restructure customer FAQs

October 2023



#### FAQs – Customers

Question	Answer
What entities merged and what was the timeline?	<ul> <li>This merger only applies to US legal entities.</li> <li>We renamed Archibus, Inc. to Eptura, Inc. on Nov. 21, 2022.</li> <li>On Dec. 31, 2022, we merged the following US entities into Eptura, Inc.:         <ul> <li>Condeco Software, Inc.</li> <li>iOffice LP</li> <li>ManagerPlus Solutions LP</li> <li>Teem Technologies, LLC</li> </ul> </li> <li>On Jan. 31, 2023, Proxyclick, Inc. merged with Eptura, Inc.</li> </ul>
How are contracts with the merged entities affected?	<ul> <li>Existing contracts with the entities listed above were assumed by Eptura, Inc.</li> </ul>
Does anything change for non-US entities?	<ul> <li>We updated the names to reflect Eptura as previously communicated in November 2022.</li> <li>We did not make additional changes or consolidations which affect our non-US operational companies at this time.</li> </ul>

#### FAQs – Customers

Question	Answer
How has billing changed?	<ul> <li>The name of billing entity changed to Eptura, Inc.</li> <li>The frequency and terms did not change. Please refer to invoices for bank and remittance information.</li> </ul>
What actions do we need to take?	Please update your internal systems to reflect Eptura, Inc.
Do we need to assign or novate any contracts?	<ul> <li>No, not in this case. Because Eptura, Inc. assumed the rights and obligations of all merged entities as a result of the merger ("by operation of law"), it is not necessary to novate or assign any contracts.</li> <li>If you have questions about assignment or novation, please contact your Eptura partner account representative.</li> </ul>
How do we obtain an updated W-9 or a merge certificate?	<ul> <li>Access documentation, including the Eptura, Inc. W-9 form and entity merge certificates, on our <u>Knowledge Base.</u></li> </ul>

## FAQs – Customers

Question	Answer
Did this affect the security posture and certifications we evaluated from the original entity?	<ul> <li>Nothing has changed from an operational standpoint. This does not impact the security posture and certifications you evaluated from the original entity with which you contracted.</li> <li>Teams, processes, and standards all remain the same.</li> </ul>
Why did Eptura merge these entities?	<ul> <li>Consolidating our legal entities helps us reduce complexity, which will ultimately enable us to provide you with a more consistent experience, enhanced product offerings, and elevated support.</li> </ul>
When did these changes take effect?	<ul> <li>Changes are legally effective as of Dec. 31, 2022 (except Proxyclick, Inc., which is effective as of Jan. 31, 2023).</li> <li>We updated templates in our systems the week commencing Jan. 9, 2023, and you will now see these updates reflected in our documents.</li> </ul>
Are there any changes to the renewals process?	• Your renewal is under the new entity. Please update your records to reflect Eptura, Inc. You can find our standard terms online at <u>eptura.com/terms/tos</u> . If you would like to make changes to your agreement at renewal such as adding licenses, please work with your account representative.

# Thank you

