

TERMS OF USE

These Terms of Use contain the terms and conditions for the use of the netLex Platform developed, operated, and owned by netLex Tecnologia Ltda., a limited liability company, registered under CNPJ No. 20.127.575/0001-87, with headquarters at Rua Pernambuco, No. 554, 901 and 902, Funcionários district, Belo Horizonte/MG, ZIP code: 30.130-156, hosted on the website <https://netlex.io/>, which offers its users the optimization of document formalization, signature, and management processes, as well as the extraction of intelligence reports related to the use of the netLex Platform.

BY USING THE PLATFORM, THE USER AUTOMATICALLY AGREES TO THESE TERMS OF USE, BEING FULLY RESPONSIBLE FOR ALL AND ANY ACTIONS THEY TAKE ON THE PLATFORM, AS WELL AS FOR THE CONSEQUENCES RELATED TO ITS USE. IF THE USER DOES NOT AGREE WITH ANY OF THE TERMS AND CONDITIONS ESTABLISHED BELOW, THE USER MUST NOT USE THE PLATFORM.

1. Definitions

1.1. The following expressions, when used in these Terms of Use, shall have the following meanings:

Client or Clients: natural or legal persons who have entered into a Contract with netLex.

Contract: a private instrument entered into between netLex and natural or legal persons who have signed a Software Licensing Agreement with netLex.

Documents: documents uploaded by users or generated from templates on the netLex Platform.

Intangibles: intellectual property rights related to the netLex Platform.

netLex: netLex Tecnologia Ltda., a limited liability company, registered under CNPJ No. 20.127.575/0001-87, with headquarters at Rua Pernambuco, No. 554, Rooms 901 and 902, Funcionários district, Belo Horizonte/MG, ZIP code: 30.130-156.

Platform: netLex Platform, hosted on the website www.netlex.com.br.

Terms of Use: terms and conditions for the use of the Platform developed, operated, and owned by netLex.

User or Users: term used to designate persons who browse the netLex Platform.

2. Platform Operation

2.1. The Platform operates via internet connection and allows the User to prepare documents quickly and intuitively, monitor their negotiation and approval flow, sign documents, and consult reports containing information regarding the use of the Platform.

2.2. Access to and use of the Platform is intended exclusively for Users authorized by Clients who have entered into a Contract with netLex.

3. Access to the Platform



3.1. The User may only access and use the Platform if authorized by the Client and if the Contract signed with netLex is in force and valid. By using the Platform, the User declares they have all the powers and authorization to access and use the Platform in accordance with the rules described herein.

3.2. Access to the Platform is permitted only to Users over 18 years old.

3.3. Access to the Platform can be made via login and password or through Single Sign-On (SSO), which allows the User to log in to the Platform using the same access credentials registered in the Client's environments and systems.

3.3.1. The form of access to the Platform will depend on the type of plan contracted by the Client as provided in the Contract.

3.4. The User and the Client declare that the personal information provided at the time of registration validation is correct, complete, and true and undertake to keep their data always up to date, especially billing and payment data. netLex is not responsible for the information provided by the User or the Client. It is prohibited to intentionally assume the identity of another person when using the Platform, under penalty of cancellation of the User's access.

3.5. To understand how netLex processes your personal data, including the collection, use, storage, processing, sharing, security, and control of this data, the User must consult the netLex Privacy and Personal Data Protection Policy, available [here](#).

3.6. The User will have a personal account that can only be accessed by the User. If netLex detects any account created from false personal information, the User's registration may be automatically canceled so that the User will no longer have access to certain Documents generated via the Platform and Platform functionalities, and the User will not be entitled, for this reason, to any compensation.

3.7. It is the User's duty to keep their Platform access password confidential and under no circumstances share it with third parties. The User is solely responsible for all activities associated with their account on the Platform. In case of loss, misplacement, or suspected misuse of their account, netLex and the Client must be immediately notified so that appropriate measures can be taken.

3.8. netLex will not be responsible for any event arising from the User's inability to receive or respond to notifications sent by netLex to an address provided by the User or the Client.

4. Account Deletion

4.1. The User has the right to request the deletion of their registration on the Platform at any time, by simply communicating with netLex. Any request for account deletion must necessarily be made directly by the User with the Client's consent.

4.2. The User is aware that the deletion of their account is irreversible. Personal information and other information related to the services offered by the Platform may be deleted, making it impossible to recover any data and access to certain Documents and functionalities of the Platform. Under no circumstances will netLex be held responsible for any damage resulting from account deletion requested by the User or the Client.

4.3. netLex reserves the right to suspend or cancel, at any time, any User's account in case of proven misuse, fraud, obtaining benefits or advantages illegally, or failure to comply with any of the conditions of these Terms of Use or applicable law, without the User, the Client, or third parties being entitled to any compensation for damages caused. The User is aware and agrees that netLex may take all necessary measures to protect and safeguard its rights, including legal action.



5. netLex's Rights over the Platform

5.1. Subject to these Terms of Use, netLex grants the User a limited, temporary, non-exclusive, and non-transferable license to use the Platform, provided that the User complies with their obligations set forth in these Terms of Use. The suspension or cancellation of the User's registration, for any reason, implies the suspension or cancellation of the license granted herein.

5.2. All intellectual property rights relating to the Platform, as well as all its functionalities, are the exclusive property of and/or licensed to netLex, including, but not limited to, its texts, images, trademarks, layouts, software, codes, databases, graphics, articles, photographs, videos, audiovisual works, and other content produced directly or indirectly by netLex.

5.2.1. The Platform and the Intangibles are protected by intellectual property laws, including copyright, industrial property rights, among other rights. It is prohibited to use, copy, reproduce, modify, translate, publish, transmit, distribute, perform, upload, display, license, sell, exploit, scrape, and/or reverse engineer the Platform and the Intangibles for any purpose without the prior and express consent of netLex. Any unauthorized use of the Platform and the Intangibles will be considered a violation of netLex's intellectual property rights.

5.2.2. netLex reserves the right, at its sole discretion and at any time, to alter or remove from the Platform, in whole or in part, the netLex Intangibles, including functionalities, without any prior notice to the User and without any compensation owed.

5.2.3. No provision of these Terms of Use shall be interpreted as a restriction or waiver of any of netLex's rights over the Platform and/or the Intangibles, nor as a transfer to the Users of netLex's intellectual property rights.

5.3. Any and all developments, arrangements, improvements, updates, or new versions made by netLex to the Platform, its functionalities, and/or the netLex Intangibles, even if suggested or requested by the User or the Client, shall be owned by netLex, and netLex may freely use them and, without limitation, adapt, enhance, transform, reproduce, distribute, commercialize, register, assign, and license them, for any purpose and at its sole discretion.

6. User and netLex Responsibilities

6.1. netLex or its employees shall not, under any circumstances, be liable for direct or indirect damages resulting from or related to the User's access, use, or inability to access or use the Platform.

6.2. netLex uses third-party services to maintain the operation of the Platform (for example, hosting services), and failures in such services may occasionally occur. netLex shall not be liable for any losses, damages (direct or indirect), or lost profits arising from any failure of such third-party services but will, whenever possible, keep the User informed about deadlines and actions taken to remedy failures.

6.3. netLex does not provide Users with hardware devices, internet connection services, or any other technical services necessary for the use of the Platform, and is not responsible in this regard. The User is solely responsible for: (i) equipping themselves and being responsible for the hardware devices (computer, laptop, among others) necessary to access the Platform, as well as for their internet access; (ii) securing their device environment with appropriate tools, such as antivirus, firewall, among others, to help prevent electronic risks; (iii) using browsers and/or, as applicable, operating systems that are updated and efficient for full use of the Platform, in accordance with specifications provided by netLex; and (iv) protecting and keeping their Platform login and password confidential, acknowledging that their account is personal and non-transferable and must not be shared with third parties under any circumstances.

6.4. Given the inherent characteristics of the internet environment, netLex is not responsible for access or navigation failures on the Platform arising from circumstances beyond its will and



control, such as interruptions or suspensions of connection, incomplete or failed computer transmissions, or any type of technical failure, including but not limited to the electronic malfunction of any network, hardware, or software, general internet failures, power outages, or electronic and/or physical malfunction of any telecommunications network. Internet and Platform access unavailability (including in cases of downtime for maintenance, updates, and configuration adjustments), as well as any human, technical, or other failure in processing information, shall not be considered netLex's responsibility. In this regard, netLex disclaims any liability arising from such facts and/or acts.

6.5. The User declares and agrees that the services offered by the Platform and netLex do not guarantee any economic return, savings, or commercial result regarding the use of the functionalities offered by the Platform, and netLex is exempt from all liability in the event of damages and losses of any kind caused in this regard to the User, the Client, or third parties.

6.5.1. The User acknowledges that the creation, management, and use of Documents are the User's sole responsibility. netLex shall not be responsible for any losses or damages, direct or indirect, arising from the use of Documents produced by the Platform or for any error or omission in the documents and information made available by the Platform.

6.6. The User assumes responsibility for all and any use of the Documents and understands and accepts that netLex is not responsible for the content of any Documents.

6.7. The User acknowledges and agrees that the Platform may offer functionalities based on artificial intelligence technologies, including but not limited to the analysis, extraction, and automated processing of information contained in documents and data entered into the Platform. The use of these functionalities is the sole responsibility of the User, who must assess the relevance, accuracy, and adequacy of the results obtained before adopting them for any purpose.

6.8. netLex does not guarantee that responses, analyses, or suggestions generated by artificial intelligence will be accurate, complete, or suitable for specific situations, and they do not replace, under any circumstances, the human, legal, technical, or professional analysis that may be required. The User will be fully responsible for any decision, action, or omission resulting from the use of functionalities with artificial intelligence, releasing netLex from any and all liability for losses, damages, harm, or consequences of any nature resulting from such use.

6.9. The User is prohibited from:

- a) Publishing, sending, transmitting, or uploading any file containing viruses, worms, trojan horses, or any other program that may contaminate, destroy, or interfere with the Platform's database;
- b) Performing any action that may disable, overload, or impair the operation or appearance of the Platform, including but not limited to denial-of-service attacks or interference with the Platform's processing.

6.10. In the event of any liability of netLex towards the User or the Client, the amount to be compensated shall not exceed the amount paid by the Client to netLex for the use of the Platform in the last twelve (12) months.

7. General Provisions

7.1. These Terms of Use shall take effect at the time of acceptance by the User and shall remain in force for an indefinite period.

7.2. These Terms of Use are available to all Employees on netLex Academy and to Clients, Suppliers, Partners, and the general public on the netLex website. The Terms are reviewed whenever necessary, with a mandatory annual review to be carried out by September of each year by the Information Security and Compliance Committee.



7.3. These Terms of Use may be amended at any time. If the User does not agree with the new Terms of Use, they may reject them, which will result in the interruption of access to and use of the Platform. If, in any way, the User uses the Platform even after these Terms of Use have been amended, it means that the User has agreed to all modifications made.

7.4. These Terms of Use do not create any other type of bond between the User and netLex, including, without limitation, mandate, representation, partnership, association, employment, or similar relationship. netLex shall remain an independent and autonomous entity.

7.5. Any action that constitutes, or may constitute, a criminal act or an act of bad faith or contrary to good customs will result in netLex notifying the competent authorities, without prejudice to other measures applicable under these Terms of Use and applicable law.

7.6. If any provision of these Terms of Use is deemed invalid, the validity of the remaining provisions of these Terms of Use shall not be affected, and they shall continue to produce effects.

7.7. The omission or tolerance of netLex in requiring strict compliance with the obligations set forth in these Terms of Use shall not constitute, under any circumstances, a novation or waiver, nor prevent netLex from enforcing such rights against the User at any time.

7.8. These Terms of Use are governed by the laws of the Federative Republic of Brazil.

7.9. Any doubts and situations not provided for in these Terms of Use shall be resolved by the courts of the District of Belo Horizonte/MG, excluding any other, however privileged it may be or come to be.

7.10. If the User has any questions or wishes to make a comment, suggestion, complaint, or compliment to netLex, the User may access the “Help” section available on the Platform or contact netLex via the email suporte@netlex.com.br.

These Terms of Use were updated and approved by the Officers on 04/30/2021.

Change History	
Date	Main changes
05/21/2021	No changes. Only the upload of the 04/30/2021 version with the blocking of the “signature” option on the netLex platform was carried out.
09/22/2021	Change from Administrators to Officers.
09/28/2022	Annual review of Policies and Guides. Update of section 6.2. Final provisions to include the frequency of review of this Manual, removing the term “periodically.”
09/29/2023	Annual review of Policies and Guides. No changes were necessary.
08/12/2025	Correction of the company’s corporate name. Inclusion of a section on term definitions. Inclusion of a clause on responsibility for the use of functionalities with Artificial Intelligence (6.7 and 6.8).