gotomyerp Inc.

Sample Data Processing Addendum

Version 2026.11.1 · Effective November 2, 2026

> Effective November 2, 2026. This Sample Data Processing Addendum supersedes and replaces all prior versions.

Contents

1. Scope
2. Processing instructions
3. Security
    1. Breach notification
4. Subprocessors
5. Deletion and return

SAMPLE Data Processing Addendum (staging test document)

This is a sample document for testing Clausewerk on staging. It is not a gotomyerp agreement and has no legal effect.

Scope

This sample addendum applies when the Provider processes personal information on behalf of the Client while delivering the Services.

Processing instructions

The Provider processes personal information only on the Client's documented instructions, which include this addendum and the Agreement.

Security

The Provider keeps appropriate technical and organisational measures to protect personal information against unauthorised access, loss or disclosure.

Breach notification

The Provider notifies the Client without undue delay, and in any case within 72 hours, after becoming aware of a breach of security safeguards involving the Client's personal information.

Subprocessors

The Provider may use subprocessors listed on its website. It gives the Client 30 days' notice before adding a new subprocessor.

Deletion and return

When the Services end, the Provider deletes or returns the Client's personal information within 90 days, unless the law requires it to keep a copy.

SHA-256 fingerprint of version 2026.11.1: `232559a8dc97cc01cbd3f7f6db95ace5e4d0a556385c35a2db7b8d6fad6e92d9`

Questions about this document? Contact legal-support@gotomyerp.com.