

Service Fees and Charges

- Instaproofs, Inc. -

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PLEASE READ THROUGH THIS DOCUMENT CAREFULLY AS IT CONTAINS TERMS AND CONDITIONS THAT WILL BE USED TO GOVERN AND REGULATE YOUR ACCOUNTS WITH INSTAPROOFS INC. BY USING OUR SITES AND/OR SERVICES YOU ARE AGREEING TO BE BOUND BY THE TERMS AND CONDITIONS FOUND WITHIN THIS DOCUMENT. IF YOU DO NOT ACCEPT THE TERMS AND CONDITIONS FOUND WITHIN THIS DOCUMENT YOU MAY NOT USE OR ACCESS OUR SITES OR SERVICES.

This document represents the *Service Fees and Charges* portion of our Service Agreement. All terms, conditions, and definitions found within our main Service Agreement document also apply to this portion of our Service Agreement.

U.S. Dollar Accounts

The following fees apply to all Instaproofs Accounts that are setup to conduct their transactions in U.S. Dollars.

Account Setup Fee

There is no setup fee charged for creating an Instaproofs account.

Monthly Fee

There is no monthly fee charged for using your Instaproofs account.

Standard Storefront Purchases

A standard storefront purchase is defined as any order placed through your Instaproofs storefront that requires the selection of prints and/or products by, or in behalf of, the purchaser. A standard storefront purchase is also referred to throughout this document as an "order."

Service fees are charged on each order placed through your storefront. The fee for each order is determined by the highest priced item found within the order. The chart below contains our tiered list of fees for standard storefront purchases:

Service Fee Percentages	
Highest Priced Product	Order Service Fee*
<\$200	15%
\$200 - \$499.99	13%
\$500 - \$749.99	12%
\$750 - \$999.99	11%
\$1000 - \$1499.99	10%
\$1500 - \$1999.99	9%
>\$2000	8%

* The total service fee for each order is calculated off of the order's subtotal minus any discounts that are applied to the order. There is no service fee charged on shipping and handling or on any sales tax amounts you may have collected with the order. All service fees are collected directly from the standard storefront purchase transactions immediately upon the placement of each order.

Invoices

Invoices can be sent and paid for through your Instaproofs Account. A 4% service fee is charged on the total transaction amount for each invoice that is paid for through your storefront.

High Resolution Subscription

The cost of storing your images in high resolution (up to 20MB per image, 200GB max) is \$50/year. Benefits and details about high resolution subscriptions can be found in the *Store* tab of your Instaproofs administrative account. A high resolution subscription is not required to sell prints and products through your Instaproofs storefront.

Event Extensions

By default, each event and its images can be displayed for up to 9 months on your storefront. Three month extensions (for a total display time of 1 year) can be purchased at the cost of \$5 per extended event.

Transaction Refunds

American Express - In certain circumstances there is a 3.5% fee for refunding American Express transactions. If you choose to enable the American Express payment options on your Account, a 3.5% fee will be charged on all refunds sent for orders that match any of the following criteria:

- Any invoice paid with an American Express card
- Any standard storefront purchase over \$1,999.99 that is paid for with an American Express card

This 3.5% fee is the fee that we are charged for refunding these specific American Express transactions, and the fee will be passed directly on to you. There is no fee for refunding any other American Express transactions.

Non-American Express transactions - There are no fees for refunding non-American Express transactions.

Chargebacks

There is a \$30 fee for all non-challenged, or unsuccessfully disputed, chargebacks. A non-challenged chargeback is a chargeback that you did not attempt to dispute. An unsuccessfully disputed chargeback is a chargeback that you attempted to dispute that was awarded by the card issuing bank to the original purchaser.

Returned Direct Deposits

There is a \$3 fee for all direct deposit payments that are returned to us due to invalid/incorrect direct deposit account information. This is the fee that we are charged for invalid direct deposit attempts, and the fee will be passed directly on to you.

Payments Sent to You

Paper Check - There is a \$3 fee for all payments sent to you by paper check.

PayPal - There is no fee for payments sent to you through PayPal .

Direct Deposit - There is no fee for payments sent to you through direct deposit.

Non-U.S. Dollar Accounts

The following fees apply to all Instaproofs Accounts that are setup to conduct their transactions in currencies other than the U.S. Dollar.

Account Setup Fee

There is no setup fee charged for creating an Instaproofs account.

Monthly Fee

There is no monthly fee charged for using your Instaproofs account.

Standard Storefront Purchases

A standard storefront purchase is defined as any order placed through your Instaproofs storefront that requires the selection of prints and/or products by, or in behalf of, the purchaser. A standard storefront purchase is also referred to throughout this document as an "order."

Service fees are charged on each order placed through your storefront. The fee for each order is determined by the highest priced item found within the order. The chart below contains our tiered list of fees for standard storefront purchases:

Service Fee Percentages	
Highest Priced Product	Order Service Fee*
< 200 (\$/£/€)	15%
200 - 499.99 (\$/£/€)	13%

500 - 749.99 (\$/£/€)	12%
750 – 999.99 (\$/£/€)	11%
1000 - 1499.99 (\$/£/€)	10%
1500 – 1999.99 (\$/£/€)	9%
>2000 (\$/£/€)	8%

** The total service fee for each order is calculated off of the order's subtotal minus any discounts that are applied to the order. There is no service fee charged on shipping and handling or on any sales tax amounts you may have collected with the order. All service fees are collected directly from the standard storefront purchase transactions immediately upon the placement of each order.*

Invoices

Invoices can be sent and paid for through your Instaproofs storefront. A 6% service fee is charged on the total transaction amount for each invoice that is paid for through your storefront.

High Resolution Subscription

The cost of storing your images in high resolution (up to 20MB per image, 200GB max) is \$50 USD per year. Benefits and details about high resolution subscriptions can be found in the *Store* tab of your Instaproofs administrative account. A high resolution subscription is not required to sell prints and products through your Instaproofs storefront.

Event Extensions

By default, each event and its images can be displayed for up to 9 months on your storefront. Three month extensions (for a total display time of 1 year) can be purchased at the cost of \$5 USD per extended event.

Transaction Refunds

There are no fees charged for transaction refunds.

Chargebacks

There is a \$20 USD fee for all non-challenged, or unsuccessfully disputed, chargebacks. A non-challenged chargeback is a chargeback that you did not attempt to dispute. An unsuccessfully disputed chargeback is a chargeback that you attempted to dispute that was awarded by the card issuing bank to the original purchaser. The \$20 USD fee will be converted and charged to your Account in your Account's currency at the time that the dispute is awarded to the original purchaser.

Payments Sent to You

PayPal - There is no fee for payments sent to you through PayPal.