

These Subscriber Conditions (SC) govern the use of PostFinance's e-archive by business customers (hereinafter referred to as "Customer") as an additional service relating to e-bill. The Subscriber Conditions for e-bill for business customers constitute an integral component of the present Subscriber Conditions.

All references to persons refer to individuals of all gender identities.

1. Service

- 1.1 The PostFinance e-archive is a full, tamper-proof, electronic archive solution.
- 1.2 The Customer must have logged in and registered for the PostFinance e-bill solution in order to use the e-archive.
- 1.3 All of the Customer's e-bills will be archived automatically upon successful processing.
- 1.4 The Customer can also archive additional individual data using the web GUI.
- 1.5 The archived data will be kept for 10 years. After this time, the data is deleted.

2. Customer obligations

- 2.1 The Customer is responsible for the careful safekeeping, proper use and quality of their access data (user name, password, two-factor authentication). The Customer must change their password immediately as soon as they know or suspect that an unauthorized person may have knowledge of or access to it.
- 2.2 The Customer undertakes, when using e-archive, not to breach any contractual or statutory obligations and in particular not to import files with illegal content, viruses or malicious code into the e-archive. The Customer shall be liable for loss or damage incurred by PostFinance or third parties as a result of the content of the files imported into the e-archive by the Customer or as a result of the misuse or the non-contractual or illegal use of the e-archive.

3. Prices and conditions

- 3.1 There is a charge for using the e-archive. The Customer shall bear all costs associated with their account. Costs are invoiced monthly.

4. Blocking an E-archive account

- 4.1 PostFinance is entitled to terminate the Customer's access to the e-archive account without giving notice and without incurring any costs if the Customer breaches the terms of these Subscriber Conditions or the e-bill manual, there is a suspicion of misuse or the security of the system is no longer guaranteed. PostFinance can take additional measures to prevent misuse. These include the temporary blocking of the login and access to online services without giving notice.

5. Duration and termination

- 5.1 The agreement is of unlimited duration. It may be cancelled in writing at any time subject to a notice period of one month prior to the end of a calendar month.
- 5.2 The contractual relationship may be cancelled by PostFinance with immediate effect at any time if the Customer repeatedly violates these Subscriber Conditions, or for any other compelling reason.

6. Consequences of termination

- 6.1 Access to the e-archive will expire upon termination of the contract. Customers are therefore responsible for exporting their data and documents in good time and archiving such exports in their own systems.
- 6.2 PostFinance will ensure that all usage data (in particular data and documents) created for the purpose of fulfilling this contract is deleted and destroyed after this contract has been terminated. Statutory or official retention obligations remain reserved.

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