

Master agreement on the use of the myAXA client portal by a company

Please send the **completed and signed** contract to one of the following addresses:

- By email: myaxa.vertrag@axa.ch
- By post: **AXA Winterthur**, myAXA, P.O. Box 357, 8401 Winterthur

Contracting parties:

AXA Insurance Ltd.
and/or **AXA Life Ltd.**
General-Guisan-Strasse 40
CH-8401 Winterthur

and/or

AXA-ARAG Legal Protection Ltd.
Affolternstrasse 42
8050 Zurich

all represented by **AXA Insurance Ltd.** (hereinafter referred to as "AXA")

and

Company name _____

Street / no. _____

Postcode/place _____

P.O. Box _____

Country _____

Company ID (UID) _____

Policy/contract no.
(For initial registration only) _____

Contact person for this contract
(First and last names) _____

Gender F M

Tel. _____

Email address _____

(hereinafter referred to as the "Customer")

1 Contracting parties

This master agreement is contingent on an affiliation or insurance contract being in effect between the Customer and one of the AXA companies shown as contracting parties. AXA Insurance Ltd. is responsible for all matters relating to the myAXA client portal and this master agreement. It represents the other AXA companies which are shown as contracting parties.

2 Subject of the contract

This master agreement governs the rights and obligations of AXA and the Customer in connection with use of the myAXA client portal. The Customer has the right to view and process the contract information on myAXA and in the applications to the extent possible. AXA will continue to develop the functions of the client portal in order to promote paperless business transactions and will inform the Customer periodically about the progress made.

3 Access to information on myAXA

Accessing information on myAXA requires an authentication process. AXA considers those who authenticate themselves on myAXA to be the authorized users of the myAXA client portal. The Customer must store the access details securely and protect them against misuse. AXA rejects all liability arising from use of the client portal by unauthorized third parties.

4 Access authorization

The Customer appoints an administrator in his company and authorizes him to access all company information on the myAXA client portal. The Customer hereby agrees that the administrator can view, for example, payroll data and other sensitive personal data associated with the company's insurance contracts. The Customer also agrees that further applications with additional data will be added regularly for which no further access authorization will need to be obtained. The Customer hereby agrees that the letter containing the access code for myAXA will be sent to the administrator by post. AXA must be notified immediately by post or electronically about any changes to the authorization, in particular its conferal or deletion. The Customer bears the consequences of any violations of his notification obligation.

5 Terms of use

The enclosed terms of use govern the use of the myAXA client portal by companies. Both the access authorization and the terms of use form part of this master agreement. The Customer confirms that he has read and understood the terms of use and distributed them to the administrator and other users. Additional provisions may apply in connection with access to the various online applications within myAXA.

6 Contract term and termination

This master agreement comes into effect when signed and remains in effect until it is terminated in writing, until access to the client portal is deleted, or until the agreement is replaced by a newer version. It replaces all previous contracts governing the use of the applications available on the myAXA client portal.

7 Liability

With respect to managing the myAXA client portal, AXA is liable only for direct loss resulting from intent or gross negligence.

Place, date

Customer's signature

Place, date

Customer's signature

Access authorization for the myAXA client portal

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- By post: **AXA Winterthur**, myAXA, P.O. Box 357, 8401 Winterthur

Customer (principal)

Company name _____

Company ID (UID) _____ Policy/contract no. _____
(For initial registration only)

Street/no. _____

Postcode/place _____

P.O. Box _____ Country _____

Tel. (work) _____ Tel. (mobile) _____

Email address _____

Administrator (authorized party)

First name/last name _____

Date of birth _____ Gender F M

Tel. (work) _____ Tel. (mobile) _____

Email address _____

Correspondence language: G F I E

If the administrator's address is not the same as the company address:

Company name _____

Street / no. _____

Postcode/place _____

P.O. Box _____ Country _____

The administrator uses one of the following procedures when logging on to myAXA:

- mTan to the above-specified mobile phone number; we will send the code by SMS.
- VoiceTan to the office phone number shown above; we will send the code as a spoken message.

Access valid from (date) _____

The Customer declares that the natural person mentioned above is the administrator in accordance with the **“Terms of use for companies using the myAXA client portal”**. The authorization covers all of the Customer’s current and future insurance and affiliation contracts and the associated current and future applications. The administrator is permitted to access and process all of the Customer’s information that has been made available on the myAXA portal. Furthermore, he is authorized to delegate access to such information to other users.

The Customer confirms that the administrator has been given a copy of the **“Terms of use for companies using the myAXA client portal”**.

The Customer must inform AXA of all changes to access authorization – in particular the conferral or deletion of such access – immediately by post or electronically.

Place, date

Customer’s signature

Place, date

Customer’s signature
