



# Terms and Conditions

**Effective Date:** 20 November, 2022

**Last Updated:** 28 May, 2025

These Terms and Conditions ("Terms") govern your use of the document storage and management platform ("Service", "Software", or "Platform") provided by **CPD Technologies** ("we", "us", "our"). By accessing or using the Service, you agree to these Terms. If you do not agree, please do not use the Service.

## 1. Service Description

Our platform offers secure, cloud-based document storage, sharing, and management functionalities. Users can upload, organise, share, and access documents through a business or personal account on a subscription basis.

## 2. Account and Access

- Each subscription is linked to an individual organisation's account and is **non-transferable**.
- You are responsible for maintaining the confidentiality of your login credentials.
- You must provide accurate and up-to-date registration information and are responsible for all activities under your account.



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### 3. Usage Policy

You agree to use the Service solely for lawful business purposes. You **must not**:

- Upload or distribute content that is illegal, harmful, or infringes on any rights.
- Host or distribute malware, spam, or unauthorised data scraping.
- Attempt to reverse-engineer or gain unauthorised access to the platform.
- Compromise system security in any form.

We reserve the right to suspend or terminate accounts that violate this policy.

### 4. Data Ownership, Storage & Retention

- You retain full ownership of the content you upload.
- By uploading content, you grant us a limited license to host, process, and display it to provide the Service.
- Each subscription includes **50 GB** of storage. Additional storage will incur extra charges added to the renewal invoice.
- In case of non-renewal, access will be locked, and data will be stored for **30 Days from the date of renewal**. After this period, the data will be permanently deleted.

### 5. Service Availability

- The Service is hosted on AWS or equivalent infrastructure, with **99.9% uptime** guaranteed.



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- We reserve the right to choose or change our hosting provider at our discretion.
  - We are not responsible for temporary service disruptions due to external or third-party factors.

## 6. Subscription, Payment, Renewal, and Cancellation

- Access is subscription-based.
- The subscription will **not auto-renew** unless explicitly requested by you.
- All **subscription fees are non-refundable**, regardless of usage.
- Please refer to the **Refund & Cancellation Policy** available on our website.

## 7. Data Privacy and Security

- All data is stored securely, and the privacy policy as mentioned on our website holds applicable.

## 8. Intellectual Property

- The software and systems remain the intellectual property of CPD Technologies.
- The service is provided on a **Software-as-a-Service (SaaS) basis**.

## 9. Termination

- We may terminate or suspend your access at any time due to violation of these Terms, non-payment, or if required by law.



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- A **7-day notice** will be provided to rectify any non-compliance before termination.
  - Upon termination, your access will be revoked and data deletion will follow the retention policy in [Section 3](#).

## 10. Limitation of Liability

To the fullest extent permitted by law, CPD Technologies shall not be liable for:

- Any indirect, incidental, or consequential damages.
- Loss of data, business interruption, or loss of profits.
- Unauthorised access to your content due to your own negligence or actions.

## 11. Modifications to the Service

We may update or modify any aspect of the Service at any time, with or without notice. Your continued use after any such change signifies your acceptance of the updated Terms.

## 12. Dispute Resolution

- Disputes should be resolved amicably through mediation.
- Unresolved disputes will be subject to the jurisdiction of the **Indian judiciary system**.

For any queries or further assistance, please feel free to contact us at **+91-8800159719** or visit our website at <https://cpdtechnologies.in>.