

TERMS & CONDITIONS

1. Acceptance of Terms

Welcome to **Clariop** ("Clariop", "we", "our", or "us").

These Terms & Conditions ("Terms") govern your access to and use of the Clariop website, applications, workspaces, and related services.

By creating an account, accessing a workspace, subscribing to a paid plan, or using any part of the Clariop platform, you acknowledge that you have read, understood, and agree to be bound by these Terms.

If you do not agree with these Terms, you must not access or use Clariop.

These Terms apply to all users of the platform, including Workspace Owners, Administrators, Managers, Team Members, Guests (if applicable), and visitors to our website.

2. Definitions

For the purposes of these Terms, the following definitions apply:

Account

A registered user profile created to access Clariop.

Workspace

A dedicated environment where an organization manages its projects, teams, clients, tasks, and operational activities.

Workspace Owner

The individual or organization responsible for creating and managing a workspace, including subscription management and administrative control.

Administrator

A user authorized by the Workspace Owner to manage users, settings, permissions, and workspace operations.

User

Any individual who accesses or uses Clariop, including Workspace Owners, Administrators, Managers, and Team Members.

Subscription

A paid plan that provides access to Clariop's services based on the selected billing cycle.

Services

All software, applications, websites, features, tools, content, and related functionality provided by Clariop.

3. Eligibility

To use Clariop, you must:

- Be legally capable of entering into a binding agreement.
- Register using accurate and complete information.
- Keep your account information up to date.
- Use Clariop only for lawful business or professional purposes.
- Comply with these Terms and all applicable laws.

You are responsible for ensuring that your use of Clariop complies with the laws and regulations applicable in your jurisdiction.

4. User Accounts

To access most features of Clariop, you must create an account.

You agree to:

- Provide accurate registration information.
- Maintain the confidentiality of your login credentials.
- Be responsible for all activities conducted through your account.
- Notify Clariop immediately if you suspect unauthorized access or misuse of your account.

Clariop reserves the right to suspend or restrict accounts that contain false information, violate these Terms, or present security risks.

Each account is intended for use by a single individual unless otherwise permitted by Clariop.

Sharing login credentials with unauthorized individuals is discouraged and may result in security risks or administrative action.

5. Workspace Responsibilities

Workspace Owners and Administrators are responsible for managing their workspace and ensuring appropriate use of the platform by their team members.

Responsibilities include:

- Inviting authorized users.
- Assigning appropriate user roles and permissions.

- Managing workspace settings.
- Maintaining accurate project and client information.
- Reviewing user access when team members join or leave the organization.
- Ensuring that workspace content complies with applicable laws and these Terms.

Workspace Owners are also responsible for maintaining an active subscription where required to continue uninterrupted access to their workspace.

Clariop is not responsible for internal management decisions, user permissions, project assignments, or content created within a workspace.

6. Subscription & Billing

Clariop offers both free trial and paid subscription plans to provide access to its services.

Free Trial

Eligible organizations may receive a free trial of Clariop for a limited period, allowing them to evaluate the platform before purchasing a subscription.

Unless otherwise specified:

- The free trial is available once per eligible organization.
- A valid payment method may be required before activating certain subscription plans.
- Clariop reserves the right to modify, limit, or discontinue the free trial program at any time.

Paid Subscriptions

After the free trial ends, continued access to Clariop requires an active paid subscription.

Subscription fees are based on the number of licensed users within the workspace and the selected billing plan.

Clariop currently offers:

- Monthly Subscription
- Annual Subscription

Subscription pricing is displayed on the Pricing page and may be updated from time to time.

Billing

By purchasing a subscription, you authorize Clariop or its payment service providers to charge the applicable subscription fees using your selected payment method.

Invoices and payment confirmations may be provided electronically.

You are responsible for ensuring that your billing information remains accurate and current.

Automatic Renewal

Unless cancelled before the renewal date, subscriptions automatically renew at the end of each billing cycle.

The applicable subscription fees will be charged using your registered payment method.

You may cancel automatic renewal at any time through your workspace billing settings before the next billing cycle begins.

Taxes

Subscription fees may exclude applicable taxes, duties, or government charges unless otherwise stated.

Users are responsible for paying any taxes required under the laws of their jurisdiction.

7. Acceptable Use

Clariop is intended to support lawful business collaboration and operational management.

By using Clariop, you agree to use the platform responsibly and in accordance with these Terms.

You agree **not** to:

- Violate any applicable laws or regulations.
- Upload malicious software, viruses, or harmful code.
- Attempt unauthorized access to Clariop systems or other user accounts.
- Circumvent security measures.
- Interfere with the operation or availability of the platform.
- Use automated tools to scrape, copy, or extract data without authorization.
- Upload unlawful, fraudulent, defamatory, offensive, or infringing content.
- Misrepresent your identity or organization.
- Use Clariop to distribute spam or unsolicited communications.
- Reverse engineer, decompile, or attempt to obtain the source code of the platform except where permitted by applicable law.

Users are responsible for ensuring that all content uploaded to Clariop complies with applicable laws and respects the rights of others.

Additional platform behavior requirements are described in our **Acceptable Use Policy**, which forms part of these Terms.

8. Intellectual Property

Clariop and all associated software, designs, logos, trademarks, graphics, documentation, features, and content are owned by Clariop or its licensors and are protected under applicable intellectual property laws.

These Terms grant you a limited, non-exclusive, non-transferable, and revocable license to access and use Clariop solely for your internal business purposes during an active subscription.

You may not:

- Copy, reproduce, or distribute Clariop's software or content except as expressly permitted.
- Modify, adapt, or create derivative works based on Clariop.
- Remove copyright notices or proprietary markings.
- Sell, sublicense, lease, or commercially exploit Clariop without prior written permission.

Your Content

You retain ownership of the information, documents, projects, tasks, files, and other content that you upload to Clariop.

By using the platform, you grant Clariop a limited license to process, store, transmit, and display your content solely as necessary to provide and improve the services.

Clariop does not claim ownership of your business data.

9. Account Suspension

Clariop may temporarily suspend or restrict access to an account or workspace if necessary to protect the platform, its users, or to enforce these Terms.

Suspension may occur if:

- Subscription payments remain unpaid after applicable grace periods.
- A user violates these Terms or the Acceptable Use Policy.
- Fraudulent, abusive, or illegal activity is detected.
- Unauthorized access or security risks are identified.
- False registration information is provided.
- Required actions are requested by law or competent authorities.

Where reasonably practicable, Clariop may notify the Workspace Owner before or shortly after a suspension occurs.

During suspension:

- Access to the workspace or affected account may be limited.
- Certain services may become unavailable.
- Workspace data may remain securely stored in accordance with our Data Retention practices.

Suspended workspaces may be reactivated after the underlying issue has been resolved, including payment of outstanding subscription fees where applicable.

10. Termination

You may stop using Clariop and terminate your subscription at any time through your account settings or by contacting our support team.

Termination of your subscription does not automatically remove or delete your workspace data. Data retention and deletion are handled in accordance with our Privacy Policy and applicable retention practices.

Clariop reserves the right to terminate or permanently disable an account or workspace where:

- Serious or repeated violations of these Terms occur.
- Illegal activities are identified.
- Fraudulent conduct is confirmed.
- Continued use poses a security risk to the platform or other users.
- Required by applicable law.

Upon termination:

- Access to Clariop services will cease.
- Active subscriptions will end according to the applicable billing terms.
- Data may be retained for a limited period as described in the Privacy Policy before deletion or anonymization.

Termination does not affect any rights or obligations that arose prior to the effective date of termination.

11. Disclaimer of Warranties

Clariop is provided on an **"as is"** and **"as available"** basis.

While we strive to provide a reliable, secure, and continuously improving platform, we do not guarantee that Clariop will always be uninterrupted, error-free, or available at all times.

To the fullest extent permitted by applicable law, Clariop disclaims all warranties, whether express, implied, statutory, or otherwise, including but not limited to warranties relating to:

- Merchantability
- Fitness for a particular purpose
- Non-infringement
- Availability of the services
- Accuracy or completeness of information
- Compatibility with third-party software or hardware

Although we implement reasonable security measures and operational safeguards, we cannot guarantee that the platform will always be free from technical issues, service interruptions, cyber threats, or other unforeseen events.

Users are responsible for maintaining appropriate backups of any important business information stored within their workspaces.

12. Limitation of Liability

To the maximum extent permitted by applicable law, Clariop, its owners, directors, employees, affiliates, partners, licensors, and service providers shall not be liable for any indirect, incidental, special, consequential, exemplary, or punitive damages arising from or related to the use of the platform.

This includes, but is not limited to:

- Loss of profits
- Loss of business opportunities

- Loss of productivity
- Loss of revenue
- Loss of data
- Business interruption
- Damage to reputation
- Unauthorized access by third parties
- Service interruptions beyond our reasonable control

Our total liability for any claim relating to Clariop shall not exceed the subscription fees actually paid by the affected customer during the twelve (12) months immediately preceding the event giving rise to the claim, unless a greater limitation is prohibited by applicable law.

Nothing in these Terms excludes liability that cannot legally be limited or excluded under applicable law.

13. Indemnification

You agree to indemnify, defend, and hold harmless Clariop, its affiliates, directors, officers, employees, contractors, licensors, and service providers from and against any claims, liabilities, damages, losses, costs, or expenses (including reasonable legal fees) arising out of or relating to:

- Your use of Clariop.
- Your violation of these Terms.
- Your violation of applicable laws or regulations.
- Content you upload, create, or share through the platform.
- Your infringement of any intellectual property or other rights of third parties.
- Actions taken by users within your workspace where you are responsible for administration or management.

This obligation survives the termination of your account or subscription to the extent permitted by law.

14. Governing Law & Dispute Resolution

These Terms shall be governed by and interpreted in accordance with the laws applicable to the jurisdiction in which Clariop is legally established, without regard to conflict of law principles.

We encourage users to contact Clariop Support first to resolve any concerns or disputes informally.

If a dispute cannot be resolved through good-faith discussions, the parties agree to seek resolution through the courts or other legally recognized dispute resolution mechanisms available under the applicable governing law.

Nothing in these Terms limits either party's right to seek urgent injunctive or equitable relief where necessary to protect intellectual property, confidential information, or other legal rights.

15. Changes to These Terms

Clariop may revise or update these Terms from time to time to reflect:

- Changes in our services or platform features.
- Improvements to our business operations.
- Updates to legal or regulatory requirements.
- Security enhancements.
- Changes to subscription plans or operational policies.

When material changes are made, we will update the "**Last Updated**" date on this page and may notify users through the platform, email, or other appropriate communication channels.

Your continued use of Clariop after revised Terms become effective constitutes your acceptance of those updated Terms.

If you do not agree with the updated Terms, you should discontinue using Clariop before the changes take effect.

16. Contact Information

If you have any questions regarding these Terms & Conditions or require clarification about your rights or responsibilities while using Clariop, please contact us.

Clariop Support

Email

support@clariop.com

For legal, contractual, or account-related inquiries, our support team will make reasonable efforts to respond promptly.

Where appropriate, we may request additional information to verify your identity or authority before processing requests related to your account or workspace.

Terms & Conditions Summary

By accessing or using Clariop, you acknowledge and agree that:

- You have read and understood these Terms & Conditions.
- You will use Clariop in accordance with applicable laws and these Terms.
- You are responsible for maintaining the security of your account and workspace.

- Subscription fees, renewals, and billing obligations apply according to your selected plan.
- Clariop retains ownership of its platform, software, and intellectual property, while you retain ownership of your business data.
- Clariop may suspend or terminate accounts that violate these Terms or pose security or legal risks.
- Continued use of Clariop after updates to these Terms constitutes acceptance of the revised version.