



General conditions for the supply of Services

1. Formation and Term of Agreement

- (a) A contract is formed between the parties if the Supplier accepts this Agreement in writing (including by exchange of correspondence), or the Supplier commences performing the Services,
- (b) The term of the Agreement begins on the Commencement Date and continues until the Completion Date, unless extended in accordance with clause 1(c) or terminated earlier in accordance with this Agreement. If no Completion Date is specified, the Agreement will come to an end when all Services have been completed, the Warranty Period has ended, and all payments required to be made under the Agreement have been made.
- (c) A party may, by the provision of notice in writing, request the Agreement be extended beyond the Completion Date. The Agreement may only be extended for the period or periods as agreed to by the parties in writing.

2. Provision of Services

- (a) The Supplier must provide the Services to XLam in accordance with this Agreement and any reasonable directions given by XLam from time to time.
- (b) The Supplier must:
 - (i) complete the Services by the Completion Date and any other date(s) for delivery of the Services specified in this Agreement;
 - (ii) promptly notify XLam as soon as it becomes aware of any delay or possible delay in the supply of the Services in accordance with the Agreement;
 - (iii) provide fit for purpose Services in a timely and efficient manner using the standard of care, skill, diligence, prudence and foresight that would reasonably be expected from a prudent, and experienced provider of services that are similar to the Services;
 - (iv) use appropriately skilled and qualified Personnel to provide the Services;
 - (v) meet the requirements set out in the Key Performance Indicators (if any).
- (c) After performance of the Services or delivery of any deliverable provided as part of the Services, XLam will undertake such reviews as it considers necessary to determine whether the Services or

deliverable(s) are fit for purpose and comply with this Agreement. After reviewing the Services or deliverable(s), XLam may notify the Supplier in writing:

- (i) of its acceptance of the Services or deliverable(s) if it is satisfied that the Services or deliverable(s) are fit for purpose and comply with this Agreement; or
 - (ii) if the Services or deliverable(s) are not fit for purpose or do not comply with this Agreement, in which case clause 2(d) will apply.
- (d) Unless a longer warranty period has been agreed, the warranty period for the Services and deliverable(s) (including rectified Services and deliverable(s)) is 12 months starting on the date XLam accepts the Services and deliverable(s) in writing according to clause 2(c), or if no acceptance has been provided according to clause 2(c) but acceptance is implied, starting on the date of the final invoice payment (**Warranty Period**).
 - (e) Prior to the end of the Warranty Period, if XLam notifies the Supplier that the Services or deliverable(s) are not fit for purpose or do not comply with this Agreement, the Supplier must promptly rectify the non-compliance following which XLam will undertake further review of the Services or deliverable(s) under clause 2(c). This process will continue until, at XLam's discretion, XLam:
 - (i) waives, in writing, the requirement for the Services or deliverable(s) to comply with this Agreement;
 - (ii) is satisfied that the Services or deliverable(s) comply with this Agreement and accepts the Services or deliverable(s) in accordance with clause 2(c)(i);
 - (iii) conditionally accepts the Services or deliverable(s), subject to the Supplier agreeing to rectify the non-compliance within a reasonable timeframe and on such terms as XLam specifies; or
 - (iv) subject to XLam having provided the Supplier with at least two opportunities to rectify the non-compliance under clause 2(c)(ii), immediately terminate this Agreement by written notice to the Supplier.

If XLam terminates this Agreement under this clause 2(e)(iv), XLam will be entitled to a full refund of all moneys paid to the Supplier in respect of the Services or deliverables which XLam is unable to use following termination.

3. Price for the Services

- (a) The Rates and Fees payable for the Services are fixed, and inclusive of all taxes (excluding GST), for the duration of the Agreement.
- (b) The Supplier may not charge XLam for any additional fees or charges or recover any expenses or other costs from XLam.

4. Invoicing and payment

- (a) The Supplier must submit an invoice to XLam at accounts@XLam.com.au either:
 - (i) If the Services are completed in less than one month, on completion of the Services; or
 - (ii) Otherwise, the Supplier is to submit an invoice for payment on or after the 25th of each month other than December, and in December, the 18th of the month, for work performed in the preceding month.
- (b) Each invoice submitted by the Supplier must contain all information required in a tax invoice for the purposes of the GST Act, together with such other information as XLam may reasonably require.
- (c) On or following acceptance of the Services, XLam will pay the invoiced amount, less any amount required by Law, within 35 days of receipt of an accurate invoice. If XLam disputes the invoiced amount, it will pay the undisputed amount (if any) and notify the Supplier of the amount in dispute. The parties will endeavour to resolve any such dispute in accordance with clause 18.
- (d) Payment of an invoice is not to be taken as evidence that the Services have been supplied in accordance with the Agreement but must be taken only as payment on account.
- (e) Simple interest, at the rate of 10% per annum, accrues on a daily basis on any Overdue Amount and is payable by XLam to the Supplier on demand.

5. Failure to perform

- (a) If the Supplier fails to perform any Services or deliver any deliverable(s) in accordance with this Agreement XLam:
 - (i) will not be required to pay for those Services or deliverable(s) until they are provided in accordance with the Agreement; and
 - (ii) may issue a notice to the Supplier requiring the Supplier to remedy any default or re-perform the Services or deliverable(s) within the time specified by XLam (which time must be reasonable having regard to the nature of the relevant Services or deliverable(s)).
- (b) If:
 - (i) the default referred to in clause 5(a) above is incapable of being remedied or re-performed; or
 - (ii) the Supplier fails to remedy the default or re-perform the non-compliant Service(s) or deliverable(s) within the time specified in the notice issued under clause 5(a)(ii),

XLam may either have the Services or deliverable(s) remedied or re-performed by a third party or do so itself. In either case, the Supplier must pay the reasonable costs incurred by XLam in doing so.

- (c) Nothing in this clause 5 derogates or otherwise limits any other remedy available to XLam at Law.

6. Intellectual Property Rights

- (a) Ownership of any Contract Materials will vest in the Supplier from the time of its creation. The Supplier irrevocably and unconditionally grants to XLam a perpetual, non-exclusive, royalty-free, worldwide and transferable licence (including the right to sub-license) to exercise all Intellectual Property Rights in the Contract Materials to the extent necessary to allow XLam the full use and enjoyment of the Services.
- (b) All Pre-Existing Intellectual Property used by the parties in connection with the provision of the Services or the creation of Contract Materials remains the property of the relevant party or its licensors.
- (c) The Supplier hereby irrevocably and unconditionally grants to XLam a perpetual, non-exclusive, royalty-free, worldwide and transferable licence (including the right to sub-license) to use any of the Supplier's Pre-Existing Intellectual Property incorporated in or otherwise required to use the Contract Materials or the Services. The licence granted to XLam under this clause is limited to use of the relevant Pre-Existing Intellectual Property by XLam for the purposes of XLam and for no other purpose.
- (d) XLam grants the Supplier a non-exclusive, non-transferable, royalty-free licence to use XLam's Pre-Existing Intellectual Property for the sole purpose of performing, and only to the extent required to perform, the Services and comply with its obligations under the Agreement during the Term.
- (e) The Supplier undertakes that the Services may be used in any way by XLam, without identifying any person as the individual responsible for creating any particular material comprised in it, without infringing the Moral Rights of any person.
- (f) The Supplier must, upon request by XLam, do all things necessary (including executing any documents) to give full effect to this clause 6.

7. Data

- (a) Data will remain (and, if necessary, will become) the property of XLam. The Supplier will assign to XLam from the date of creation all Intellectual Property Rights in any Data created by or on behalf of the Supplier.
- (b) The Supplier must only use the Data to the extent necessary to perform its obligations under the Agreement.

8. Liability

- (a) The Supplier indemnifies, and will at all times keep XLam and each of its Personnel indemnified, against any Losses due to any:
 - (i) bodily injury, death, illness, disease, disability, shock, fright, defamation of character, mental anguish or mental injury including loss of Services resulting therefrom,
 - (ii) Pollutants escaping, discharging, dispersing, or releasing into or upon any property, land,

the atmosphere or any water course or body of water,

- (iii) physical loss (including loss of possession), destruction or damage to tangible property including the loss of use therefrom, or the loss of use of tangible property that has not been physically lost, destroyed or damaged, but cannot be used,
- (iv) destruction, distortion, erasure, corruption, alteration or misappropriation of electronic data or software, or inability or failure to receive, send, access or use electronic data or software,
- (v) fraudulent, dishonest, malicious, reckless or criminal act or omission including but not limited to theft or forgery;
- (vi) a breach of an obligation of confidence or privacy, whether under this Agreement or otherwise; or
- (vii) any infringement or alleged infringement of the Intellectual Property Rights, Moral Rights or any other rights,

arising out of or in connection with any act or omission of the Supplier or any of its Personnel.

- (b) The Supplier's liability to indemnify XLam under clause 8(a) is reduced to the extent that any wilful, unlawful or negligent act or omission of XLam or its Personnel contributed to the liability, loss, damage, cost, expense or compensation.
- (c) To the extent that the indemnity in clause 8(a) refers to persons other than XLam, XLam holds this clause on trust for those other persons.

9. Warranties

The Supplier represents and warrants to XLam that:

- (a) **(Capacity)** it has the right to enter into the Agreement and perform the Services, has the necessary skill, personnel and equipment to supply the Services, and acknowledges that XLam has relied on this representation in entering into this Agreement;
- (b) **(Purpose)** where XLam has, either expressly or by implication, made known to the Supplier any particular purpose for which the Services are required, the Services will be performed in such a way as to achieve that result;
- (c) **(Conflict)** it and its Personnel do not hold any office or possess any property, are not engaged in any business or activity and do not have any obligations whereby duties or interests are or might be created in conflict with or might appear to be created in conflict with its obligations under the Agreement;
- (d) **(IP)** it is entitled to use and deal with any Intellectual Property Rights which may be used by it in connection with the provision of the Services and to grant to XLam the licences contemplated by this Agreement;
- (e) **(Trust)** it has not entered into the Agreement on behalf of a trust; and

- (f) **(No infringement)** the receipt of the Services and the possession or use of any deliverables by XLam will not infringe the Intellectual Property Rights or other rights of any person or any Laws.
- (g) **(Modern Slavery)** it does not engage in any form of 'modern slavery' as that term is defined in the *Modern Slavery Act 2018* (Cth); and on request, will provide XLam with true and correct answers to its annual questionnaire in relation to modern slavery.

10. Force majeure

- (a) If a party becomes aware of any matter likely to constitute a Force Majeure Event, that party must, as soon as reasonably practicable, give notice of the matter and all relevant particulars to the other party.
- (b) Within 5 Business Days after a Force Majeure Event, the Affected Party must give the other party written notice of:
 - (i) the full particulars of the Force Majeure Event including nature and likely duration;
 - (ii) the relevant obligations of the Affected Party under the Agreement and the nature, extent and likely duration of the effect of the Force Majeure Event on the Affected Party's ability to perform those obligations;
 - (iii) the actions taken or proposed to be taken by the Affected Party to remedy, abate, mitigate or minimise the effects of the Force Majeure Event.
- (c) The Affected Party must:
 - (i) Where the Affected Party is the Supplier, prioritise providing the Services to XLam over providing any goods or services to the Supplier's other customers;
 - (ii) Use all reasonable diligence and all reasonable means to remedy and minimise the effect of the Force Majeure Event; and
 - (iii) Promptly resume performance of its obligations under this Agreement as soon as reasonably possible and notify the other party when that occurs.
- (d) Provided the Affected Party has complied with its obligations under clauses 10(b), and 10(c), the relevant obligations of the Affected Party will be suspended for the duration the Force Majeure Event prevents the Affected Party from performing its obligations; and
- (e) The Affected Party will have no liability to the other party in respect of the failure to perform such obligations during the suspension period.
- (f) Each party bears its own costs arising out of or in connection with a Force Majeure Event.

11. Termination

- (a) XLam may terminate the Agreement with immediate effect (or with effect from a specified date) by giving notice in writing to the Supplier if the Supplier:

- (i) fails to provide the Services in accordance with the Agreement;
 - (ii) breaches any provision of the Agreement and, where that breach is capable of remedy, fails to remedy the breach within 10 Business Days after receiving written notice requiring it to do so (or such later date as may be specified in that notice);
 - (iii) breaches any provision of the Agreement that is not capable of remedy;
 - (iv) or any of its Personnel involved in the provision of the Services commits fraud, dishonesty or any other serious misconduct;
 - (v) commits any act or does anything that may be prejudicial or otherwise detrimental to the reputation of the XLam; or
 - (vi) suffers from an Insolvency Event.
- (b) XLam may terminate the Agreement without cause on notice to the Supplier.
- (c) If the Agreement is terminated pursuant to clause 11(b), XLam will pay the Supplier:
- (i) for the Services performed in accordance with the Agreement up to the date of the termination; and
 - (ii) the unavoidable and substantiated costs incurred by the Supplier as a direct result of the termination, excluding any loss of profit,
- and XLam has no other liability to the Supplier in relation to that termination.
- (d) When XLam issues a notice under clause 11(b), the Supplier will immediately comply with any directions given in the notice and do all that is possible to mitigate its losses arising from the termination of the Agreement.
- (e) The Supplier may terminate the Agreement by giving at least 10 Business Days written notice to XLam if XLam fails to pay amounts due under this Agreement.
- (f) Termination or expiry of this Agreement will not prejudice any right of action or remedy which may have accrued to either party prior to termination or expiry.
- (g) On termination or expiry the Supplier must immediately, following instructions by XLam, cease using all materials that contain any Data or Confidential Information by either destroying the materials or returning the materials at no additional cost to XLam.

12. Insurance

- (a) The Supplier must obtain and maintain insurance cover during the Term sufficient to cover any loss or costs that may be incurred and for which the Supplier may be liable in connection with the Agreement, including professional indemnity of \$5 million for a period of 7 years after the Services have been completed (if supplying professional, design or consulting services), public and product liability of \$20 million, and transit, materials in storage, and motor vehicle insurances to a value

sufficient to cover any loss, damage or costs that may be incurred. On request, XLam is to be noted as an 'interested person' to whom insurance cover is provided by the Supplier's policy.

- (b) On request, the Supplier must, within 10 Business Days, provide XLam with evidence of the currency of any insurance it is required to obtain under this Agreement.
- (c) Where the required insurance is due to expire, on request by XLam, the Supplier must provide evidence of the replacement insurance prior to the expiry of the initial insurance.

13. Confidentiality, privacy and data protection

- (a) The Supplier and its Personnel must keep the Confidential Information confidential and secure and must not disclose or otherwise make available any Confidential Information to any other person.
- (b) The Supplier consents to XLam publishing or otherwise making available information in relation to the Supplier (and the provision of the Services) to comply with Law.
- (c) The Supplier acknowledges that it will be bound by the *Privacy Act 1988* (Cth) with respect to any act done or practice engaged in by the Supplier for the purposes of the Agreement, in the same way and to the same extent as the *Privacy Act 1988* (Cth) would have applied to XLam in respect of that act or practice had it been directly done or engaged in by XLam.
- (d) Neither party will disparage the other party, where disparage means any act or omission, including written or verbal communication, which is intended, or would reasonably be expected, to harm the other party or its reputation or which would reasonably be expected to lead to unwanted, negative, or unfavourable publicity to the other party.

14. Access

When at XLam's premises, the Supplier must, and must ensure that its Personnel:

- (a) protect people and property;
- (b) act in a safe and lawful manner;
- (c) minimise water, fuel and electricity use (including lighting, heating, and air-conditioning);
- (d) where possible prevent and otherwise minimise waste, pollution, and nuisance;
- (e) provide an environmental management plan on request;
- (f) comply with safety and environmental standards;
- (g) comply with XLam policies (as notified to the Supplier); and
- (h) comply with any lawful directions of XLam Personnel.

15. Sub-contracting

- (a) The Supplier must not sub-contract to any third person any of its obligations in relation to the

Services without the prior written consent of XLam (which may be given conditionally or withheld in its absolute discretion).

- (b) The Supplier will not, as a result of any sub-contracting arrangement, be relieved from the performance of any obligation under the Agreement and will be liable for all acts and omissions of a sub-contractor as though they were the actions of the Supplier itself.

16. Compliance with Law and Policy

The Supplier must, in performing its obligations in connection with this Agreement, comply with the Laws relevant to the provision of Services by the Supplier under the Agreement, and with the XLam Code of Conduct, the XLam Safety Policy, the XLam Privacy Policy (<https://www.XLam.com.au/privacy-policy>), the XLam Whistleblower Policy and all other XLam policies and procedures relevant to the Supplier in connection with performing the Services that are provided to the Supplier.

17. GST

- (a) The terms used in this clause have the same meanings given to them in the GST Act.
- (b) Unless otherwise expressly stated, all prices or other sums payable or consideration to be provided under or in accordance with the Agreement are exclusive of GST.
- (c) If GST is imposed on any supply made under or in accordance with the Agreement, the recipient of the taxable supply must pay to the party making the taxable supply an amount equal to the GST payable on or for the taxable supply. Subject to the recipient first receiving a valid tax invoice, payment of the GST amount will be made at the same time the consideration for the taxable supply is to be paid or provided in accordance with the Agreement.

18. Dispute Resolution

- (a) If any issue, dispute, controversy or claim arises under or in connection with this Agreement (**Dispute**), either party may at any time give written notice to the other containing the material particulars of the dispute (**Dispute Notice**) and must immediately be referred to the nominated representative of each Party who must endeavour in good faith to resolve the Dispute expeditiously.
- (b) If the Dispute is not settled in 15 Business Days, or a longer period if both parties agree, it will be referred to mediation (**Mediation**) conducted by the Australian Disputes Centre (**ADC**) in accordance with the ADC mediation guidelines (**Guidelines**) with each party bearing its own cost.
- (c) If the Dispute is not settled in 30 Business Days after being referred to mediation, either party may terminate the dispute resolution process..
- (d) Until clauses 18(a), 18(b) and 18(c) have been complied with, no Party shall commence any action, bring any proceedings or seek any relief or remedy in a court or by arbitration.

- (e) Notwithstanding clause 18(d), either Party may make an application to the court for any urgent interlocutory or equitable relief.

19. General

- (a) The Agreement is governed by and is to be construed in accordance with the Laws. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of the courts of the Jurisdiction and any courts which have jurisdiction to hear appeals from any of those courts and waives any right to object to any proceedings being brought in those courts.
- (b) Time is of the essence in relation to the provision of the Services.
- (c) The Agreement may only be varied or replaced by a written document executed by the parties.
- (d) A waiver of any right, power or remedy under the Agreement must be in writing and signed by the party granting it. The fact that a party fails to do, or delays in doing, something the party is entitled to do under the Agreement does not amount to a waiver.
- (e) Any provision of the Agreement which is invalid or unenforceable is to be read down, if possible, so as to be valid and enforceable, and, if that is not possible, the provision will, to the extent that it is capable, be severed to the extent of the invalidity or unenforceability, without affecting the remaining provisions.
- (f) XLam may at any time, deduct from any amount due or becoming due to the Supplier under the Agreement as follows:
 - (i) all debts and amounts due from the Supplier or its subcontractor,
 - (ii) costs, charges and expenses that XLam may have paid or incurred that for which the Supplier or its subcontractor is liable,
 - (iii) the amount of any payment the Supplier may have failed to make to any of its subcontractors, and
 - (iv) the amount XLam may make under Law that is the responsibility of the Supplier under the Agreement.
- (g) Subject to clause 19(h), a party may not assign any right under the Agreement without the prior written consent of the other party. The Supplier will be responsible for acts and omissions of any assignee.
- (h) XLam may, by notice in writing to the Supplier, assign its rights, transfer its obligations or novate the Agreement to any associated entity as defined in the *Corporations Act 2001* (Cth).
- (i) The United Nations Convention on Contracts for the International Sale of Goods does not apply to this Agreement.

20. Anti-money laundering and sanctions

- (a) XLam may delay, impose further conditions on or decline to observe its obligations under any contract or other transaction with the Supplier without incurring

any liability if XLam knows or reasonably suspects that the contract or transaction or the application of any money in connection with the contract or transaction with the Supplier will:

- (i) breach, or cause XLam or its Affiliates to breach, any applicable Law (including any sanctions); or
- (ii) allow the imposition of any penalty on XLam or its Affiliates under any such Law,

including where the contract or transaction with the Supplier or the application of any moneys in connection with the contract or transaction involves any entity or activity the subject of any applicable sanctions of any jurisdiction binding on XLam or its Affiliates, or the direct or indirect proceeds of unlawful activity.

- (b) As soon as practicable after XLam becomes aware that it will delay, impose conditions or refuse to observe its obligations under any such contract or transaction referred to in paragraph (a), it will notify the Supplier and consult in good faith but in each case only to the extent XLam determines it is legally permitted to do so. In making that determination, XLam will act reasonably.
- (c) The Supplier must promptly advise XLam if it enters into any such contract or transaction with XLam as agent for another entity and the Supplier must promptly supply, or procure the supply of, such information as may be reasonably requested by XLam from time to time in relation to any principal for which the Supplier may be acting.
- (d) For the purposes of these provisions, Affiliate means, a wholly owned subsidiary or a holding company or any other wholly owned subsidiary of that holding company.
- (e) The Supplier undertake to XLam to exercise its rights and perform its obligations under each contract or transaction with XLam in accordance with all applicable laws or regulations relating to anti-money laundering, counter-terrorism financing and sanctions.
- (f) If at any time XLam's bank or financier requires information not already available to it, to comply with all applicable laws or regulations relating to anti-money laundering, counter-terrorism financing or sanctions and if any such bank or financier requires XLam to provide documentation or other evidence as is reasonably requested by it in relation to the Supplier or the source or proposed application of any moneys in connection with any contract or transaction between XLam and the Supplier, the Supplier must promptly supply or procure the supply of that documentation and other evidence upon request by XLam from time to time.

21. Entire Understanding and order for precedence

- (a) This Agreement is comprised of:
 - (i) Special Conditions (if any);
 - (ii) these General Conditions;
 - (iii) Specifications (if any);
 - (iv) Key Performance Indicators (if any);
 - (v) Purchase Order (if any); and

(vi) Schedule of Variables (if any)

- (b) In the event and to the extent of any inconsistency between the documents listed in clause 20(a), the document listed first will prevail to the extent of the inconsistency. If the inconsistency remains incapable of resolution by reading down, the inconsistent provisions will be severed from the Agreement without otherwise diminishing the enforceability of the remaining provisions of the Agreement.
- (c) This Agreement contains everything the parties have agreed in relation to the Services. No party can rely on an earlier written document or anything said or done by or on behalf of another party before this Agreement was executed.
- (d) For clarity, the parties agree that any Supplier terms and conditions that may be attached to any Supplier credit application, quote, website, or invoice, or any document listed in clause 21(a), do not form part of this Agreement, nor do they supercede this Agreement.

22. Survival

Clauses 3, 4, 6, 7, 8, 9, 11(c), 11(d), 11(f), 11(g), 12(a), 13, 15(b), 18, 19, 20, 21, 22, 23 and 24 of this Agreement survive the termination or expiry of this Agreement or the completion of the provision of Services and may be enforced at any time.

23. Definitions

In this Agreement, unless the context otherwise requires:

Agreement means the agreement for the provision of the Services consisting of the documents listed in clause 20(a).

Business Day means a day which is not a Saturday, Sunday or public holiday in the Jurisdiction, or 27, 28, 29, 30 or 31 December.

Completion Date means the date by which the provision of the Services must be completed by the Supplier, described as 'Delivery On or Before' in the Purchase Order or defined in the Schedule of Variables.

Commencement Date means the date on which the provision of the Services will commence, described as 'Order Date' in the Purchase Order or defined in the Schedule of Variables.

Confidential Information means any technical, scientific, commercial, financial or other information of, about or in any way related to, XLam, including any information designated by XLam as confidential, which is disclosed, made available, communicated or delivered to the Supplier, but excludes information which:

- (a) is in or which subsequently enters the public domain, other than as a result of a breach of an obligation of confidentiality;
- (b) the Supplier can demonstrate was in its possession prior to the date of the Agreement;
- (c) the Supplier can demonstrate was developed by it independently of any disclosures previously made by XLam;
- (d) is lawfully obtained by the Supplier on a non-confidential basis from a person who is not bound by a confidentiality agreement with XLam or

otherwise prohibited from disclosing the information to the Supplier; or

- (e) is required to be disclosed pursuant to Law, court order or other legal process.

Contract Materials means any materials (including any Intellectual Property) which the Supplier creates (whether alone or jointly with any other person) in performing the Services.

Data means all data, information, text, drawings, statistics, analysis and other materials embodied in any form which is:

- (f) supplied by or on behalf of XLam in connection with this Agreement (**Input Data**); or
- (g) generated, placed, stored, processed, retrieved, printed, accessed or produced utilising the Input Data, the Services or the deliverables.

Fees mean a fixed fee payable to the Supplier for the provision of the Services, as specified in either the Amount or Total of the Purchase Order or defined in the Schedule of Variables.

Force Majeure Event means:

- a) war, invasion, act of foreign enemies, hostilities, war-like operations (whether war be declared or not), or civil war;
- b) mutiny or civil commotion which assumes the proportions of, or amounts to a popular rising, military rising, insurrection, rebellion, revolution, military or usurped power;
- c) confiscation, nationalisation, requisition or destruction of or damage to property by or under the order of any government or public or local authority;
- d) act of terrorism, including any real or threatened force or violence used for the purpose of breeding fear or influencing government, and actions taken in controlling, preventing, suppressing, retaliating or responding to an act of terrorism;
- e) riot, strike, lockout, or labour dispute by labour not employed by the Affected Party or its subcontractors;
- f) any ionising, radiations or contamination by radioactivity from any nuclear weapon or nuclear waste or from the combustion of nuclear fuel, including nuclear fission or radio-active, toxic, explosive or other hazardous properties of any nuclear installation, reactor, or other nuclear assembly or nuclear component thereof;
- g) use of any chemical, biological, bio-chemical, or electromagnetic weapon;
- h) failure or malfunction or any satellite, any electrical or mechanical failure or interruption, including but not limited to electrical disturbance, spike, brownout, or blackout, or any outage to utilities, telecommunication or other infrastructure;
- i) fraudulent, dishonest, malicious, reckless or criminal act or omission including but not limited to theft or forgery;
- j) hurricane, cyclone, typhoon, windstorm, rainstorm, hailstorm, tornado, earthquake, seaquake, tidal wave, volcanic eruption, subterranean fire, meteor, bushfire, flood, vermin, subsidence or collapse;

- k) destruction, distortion, erasure, corruption, alteration or misappropriation of electronic data or software, or inability or failure to receive, send, access or use electronic data or software; or

- l) any pandemic, epidemic or any other outbreak of disease or any mutation of, or fear or threat (actual or perceived) of, or action taken to control or prevent or suppress any disease.

But only where such event or circumstances:

- a) prevents the Affected Party from performing its obligations under this Agreement;
- b) are beyond the reasonable control of the Affected Party;
- c) are such that, even with the exercise of good industry practice, a competent person in the position of the Affected Party would not be able to prevent or overcome the effect of such events or circumstances on the performance of their obligations under this Agreement; and
- d) are not caused by or contributed to in whole or in part by the Affected Party.

GST Act means the *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

Insolvency Event means, in relation to the Supplier, any of the following:

- (a) anything that reasonably indicates that there is a significant risk that the Supplier is or will become unable to pay debts as they fall due;
- (b) a step being taken to have a receiver, receiver and manager, liquidator or provisional liquidator appointed to the Supplier or any of its assets; or
- (c) the Supplier ceasing, or indicating that it is about to cease, carrying on business.

Intellectual Property Rights means all intellectual property rights at any time recognised by law, including all present and future copyright, all proprietary rights in relation to inventions (including patents), registered and unregistered trademarks, trade secrets and know-how, registered designs, circuit layouts, and all other proprietary rights resulting from intellectual activity in the industrial, scientific, literary or artistic fields.

Jurisdiction means:

- (a) if any of the Services are being performed at XLam premises, the State in which the premises are located; or
- (b) otherwise, Queensland.

Key Performance Indicators means the criteria set by XLam to monitor the Supplier's performance under this Agreement.

Laws means:

- (a) any statute, regulation or subordinate legislation in force; and
- (b) lawful requirements of any government or government department or other body or a governmental, semi-governmental, judicial, municipal, statutory or public entity or statutory authority, a self-regulatory authority established under statute or a stock exchange (wherever created or located) or a person (whether

autonomous or not) who is charged with the administration of a law.

Losses means liabilities, losses, damages, expenses, costs (including all legal and settlement costs determined on a full indemnity basis), fines, penalties, exemplary, aggravated or punitive damages, additional damages resulting from the multiplication of compensatory damages, or liquidated damages.

Moral Rights has the meaning given to that term in the *Copyright Act 1968* (Cth) and includes a right of a similar nature that is conferrable by statute, and that exists or comes into existence anywhere in the world.

Overdue Amount means an amount (or part thereof) that:

- (a) is not, or is no longer, disputed;
- (b) is due and owing under a tax invoice properly rendered by the Supplier in accordance with this Agreement; and
- (c) which has been outstanding for more than 30 days from the date of receipt of the invoice (or the date that the amount ceased to be disputed, as the case may be).

Personnel of a party includes the officers, employees, agents, contractors and sub-contractors of that party.

Pollutant means any solid, liquid, gaseous or thermal irritant or contaminant including but not limited to smoke, vapour, soot, fumes, cinders, dust, odours, noise, acids, alkalis, chemicals or waste. Waste includes materials to be recycled, reconditioned or reclaimed.

Pre-Existing Intellectual Property means all materials owned by or licensed to a party as at the date of the Agreement or developed by or on behalf of a party independently of the Agreement.

Purchase Order means any form of order or purchase issued by XLam for the provision of Services, made under or incorporating these General Conditions for the provision of services.

Rates means the monetary amount (whether charged on an hourly, daily, weekly or other time-related basis) payable to the Supplier for the provision of the Services, as shown in the Item Price or Amount on the Purchase Order or defined in the Schedule of Variables.

Schedule of Variables means a document prepared by XLam and provided to the Supplier specifying the meaning of the terms used in this Agreement.

Services means the services, and includes any deliverables provided as part of the services, in the 'Description' of the Purchase Order, and the Specifications (if any).

Specifications means XLam's requirements in performing the Services.

Supplier means the entity supplying the Services under this Agreement as shown on the Purchase Order or defined in the Schedule of Variables.

Term means the duration of this Agreement from the Commencement Date to the Completion Date or otherwise as extended in accordance with clause 1(b).

XLam means XLam Australia (ACN 605 018 399) C/-160 Kent Street, Maryborough, QLD 4650 which is the entity purchasing the Services under this Agreement.

24. Interpretation

Unless expressed to the contrary, in this Agreement:

- (a) words in the singular include the plural and vice versa;
- (b) if a word or phrase is defined its other grammatical forms have corresponding meanings;
- (c) 'includes' and 'including' are not words of limitation;
- (d) no rule of construction will apply to a clause to the disadvantage of a party merely because that party put forward the clause or would otherwise benefit from it;
- (e) the obligations of the Supplier, if more than one person, under the Agreement are joint and several and each person constituting the Supplier acknowledges and agrees that it will be causally responsible for the acts and omissions, including breaches of the Agreement, of the other as if those acts or omissions were its own;
- (f) the rights of the Supplier, if more than one person, under the Agreement, including the right to payment, jointly benefit each person constituting the Supplier (and not severally or jointly and severally); and
- (g) a reference to:
 - (i) a person includes a partnership, joint venture, unincorporated association, corporation and a government or statutory body or authority;
 - (ii) a person includes the person's legal personal representatives, successors, assigns and persons substituted by novation;
 - (iii) any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision; and
 - (iv) a party or parties is a reference to XLam and the Supplier (as the case requires).

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