

Last updated: March 20, 2026

We are 1Office OÜ, a company established and existing under the laws of Estonia, with registry code 12310390, address Narva mnt 5, Tallinn, (hereinafter “1Office”, “1Office Group”, "we", "us", and "our") and we are providing various business supportive services for our customers via website www.1office.co and mobile app (hereinafter “1Office Services”).

1Office Affiliate Program is initiated to involve companies or other third parties to promote 1Office Services. This affiliate agreement (hereinafter the “Agreement”) stipulates the terms and conditions under which you may become an affiliate in 1Office Affiliate Program and start sending traffic to the 1Office website using your tracking link in exchange for a commission.

The terms “Affiliate”, “you”, "your" and "yours" refer to a natural person, legal person or a legal entity who has signed-up as an affiliate and who has accepted these terms and conditions. By accepting the Agreement, you confirm having carefully read the Agreement. Upon accepting the Agreement, the terms stipulated herein shall become a binding agreement between you and us.

1. Overview of 1Office Affiliate Program and Getting Started

1.1. By signing up to the 1Office Affiliate Program, you undertake to perform actions aimed to increase the amount of 1Office customers. Subject to the Agreement, 1Office shall pay you a commission as stipulated when your customer link drives sales for 1Office.

1.2. To become an Affiliate, you are required to be approved by 1Office’s representative and accept this Agreement. By accepting the Agreement, you confirm that: (a) the data provided by you upon registration are true, accurate and full, (b) you agree to act in accordance with the Agreement, (c) you have the full right, power, and authority to enter into and be bound by the terms and conditions of this Agreement.

1.3. We reserve the right to reject a sign-up application or deactivate your Affiliate status at any time without obligation to justify our decision.

1.4. Upon acceptance of your sign-up application, you will be provided with your own personal account to our Affiliate Dashboard and a unique tracking link. You understand that if you do not use the unique tracking link specifically assigned to you, we are not able to link a potential client with you. A failure in linking the client takes away your right to receive commission.

2. Affiliate Obligations

2.1. You shall act with due diligence and make all reasonable efforts to mediate potential clients with whom we could enter into a service agreement.

2.2. In providing content, you may not do anything harmful to 1Office’s image and reputation. Content created by you should be truthful and a creative representation of

1Office Services.

2.3. You will be responsible for any tax reporting and/or payment obligations applicable in respect to any commissions received from us under this Agreement.

2.4. By accepting this Agreement, you understand that it is prohibited to:

2.4.1. use the tracking link or any content made available to you for any unlawful purposes;

2.4.2. harass, abuse, insult, harm, defame, slander, disparage, intimidate, or discriminate;

2.4.3. submit any false or misleading information;

2.4.4. spam, phishing, pharm, pretext, spider, crawl, or scrape;

2.4.5. transfer your account or tracking link to another party.

3. 1Office Rights and Obligations

3.1. 1Office will have the unilateral right to decide whether, and on what conditions, to enter into a service agreement with any customers directed to our website via your unique tracking link.

4. Term and Termination

4.1. The Agreement shall take effect from the date of acceptance thereof and is entered into for an unspecified term.

4.2. Either party may unilaterally end this Agreement at any time, with or without cause, by giving the other party written notice (email is sufficient).

4.3. Upon termination, we shall have the right to delete your Affiliate account.

4.4. Upon termination due to your breach of this Agreement, you shall not be entitled to receive any unpaid commissions.

5. Modification

We may modify any of the terms and conditions in this Agreement at any time at our sole discretion. In such an event, you will be notified by email. If you do not agree to the change of terms, you have the right to terminate the Agreement.

6. Commission and Payments

6.1. In consideration of your promotional activities, we shall pay you a commission of **€50 (fifty euros)** for each valid purchase made by a person who has been directed to our website by using your unique tracking link and with whom we enter into a service agreement.

6.2. The commission is paid out once your accrued balance reaches the minimum payout threshold of **€200 (two hundred euros)**.

6.3. Payments are processed via bank transfer on a withdrawal request basis. 1Office may require you to issue an invoice for the commission payment.

6.4. You will not receive the commission if:

6.4.1. the person directed via your tracking link is already a 1Office Services customer;

6.4.2. you yourself signed up as a 1Office customer using your own Affiliate Program

tracking link;

6.4.3. 1Office decides to terminate the services agreement with a customer for any reason before the expiry of the refund period.

6.5. The amount of the commission payable to you is final and includes any and all applicable taxes. You bear full responsibility for any tax obligations related to the commission.

7. Promotion Restrictions

7.1. At all times, you must clearly represent yourself and your websites as independent from 1Office.

7.2. Advertising commonly referred to as "spamming" is unacceptable. This includes the use of unsolicited commercial email (UCE) and postings to non-commercial newsgroups.

7.3. If it comes to our attention that you are spamming, we will consider that as a cause for immediate termination of this Agreement, and any pending balances will be forfeited.

7.4. It is strictly prohibited to share and/or post your unique tracking link on 1Office's public channels (e.g., 1Office's Facebook or Instagram account).

7.5. Direct traffic sent to your 1Office Affiliate Program tracking link via Pay-Per-Click (PPC) campaigns is prohibited.

7.6. You shall not act directly or indirectly in the name of 1Office (i.e., there must be a clear distinction from acting as 1Office).

8. Grant of Licenses

8.1. We grant you a limited, non-exclusive, non-transferable, revocable right to use our logos, trade names, trademarks, and similar identifying material ("Licensed Materials") that we provide to you, solely for the purpose of promoting 1Office Services.

8.2. Your right to use the Licensed Materials shall expire upon termination of this Agreement.

9. Limitations of Liability and Indemnification

9.1. The Affiliate dashboard is provided "as is" and "as available" without any warranties.

9.2. To the fullest extent permissible pursuant to applicable law, 1Office's cumulative liability to you arising out of this Agreement shall not exceed the total commission fees paid to you under this Agreement.

9.3. You agree to indemnify and hold harmless 1Office against any claims, losses, or expenses arising from your breach of this Agreement or your promotional activities.

10. Confidentiality

10.1. You undertake not to disclose to any third party any confidential information of 1Office that becomes known to you in connection with the Agreement. Confidential

information includes, but is not limited to, know-how, trade secrets, business information, and pricing policy.

11. Miscellaneous

11.1. You agree that you are an independent contractor. Nothing in this Agreement will create any partnership, joint venture, agency, or employment relationship between you and 1Office.

11.2. This Agreement shall be governed by and interpreted in accordance with the laws of Estonia. Any disputes arising from this Agreement shall be settled in the Harju County Court in the Republic of Estonia.

11.3. This Agreement represents the entire agreement between us and you.