



Coworking Membership Agreement

Sententia Vera CoWorking offers a shared, community-driven workspace for location-independent workers. It exists because of you and for you. As a member, you will not just be a customer of Sententia Vera CoWorking; you'll be an active part of what Sententia Vera CoWorking is and does for you and for others.

Monthly CoWorking Membership Features

- Work niches with sofas, armchairs, tables/chairs, telephone nook
- High-Speed Fiber Internet
- Bluetooth Speaker & Mic & Speaker
- Printer/Scanner/Copier/Fax
- Basic Office Supplies
- Prep Kitchen & Coffee Bar Access on Rainwater
- Coffee/Tea
- Notary Public
- Shredding & Recycling Service
- Personal Locker
- Business Mail Address & Delivery

Virtual Office Professional Address

- Professional business address in an easily accessible location in Southwest Austin / Dripping Springs.
- Professional Community Manager to greet & serve any walk-in clients and customers.
- A welcoming office location to visit to collect your business mail and packages.
- Use the business address on your company/business documents, website, business cards or web listings.
- We will handle your incoming mail which you can collect for free or arrange to forward on a weekly or monthly schedule for a fee.
- Receive text message notifications that “You have mail at The Hub.”
- Reserve a coworking day(s) or meeting room at a 10% discount.



Payment Terms & Options

Dates

- All membership payments are due,
 - for Day Pass payment is due upon on arrival | Valid from 9 AM to 6 PM of the same day
 - for Monthly Membership payment is due on the first day of signed Agreement
- Sententia Vera CoWorking reserves the right to charge late fees and/or withhold Services if payments are not received on time.

Payment Methods

- Members may pay via Cash, Check or Credit Card

Choose A Membership Level

Please indicate quantity of memberships, if applicable.

Day Pass \$25/day | 9 AM to 6 PM

5-Day Pack \$100 | 9 AM to 6 PM

Weekly Membership Schedule: _____

Monthly General CoWorking Membership – Open Desk (\$300/month)

Monthly CoWorking w/ Designated Desk (\$385/month)

Monthly SHARED CoWorking w/ Designated Desk (\$192.50/month each coworker)

Virtual Office Professional Address | Business Mail Address & Handling (\$30/month)

Scheduled Mail Pickup every _____

Locker Rental (\$10/month for non-monthly members)

Special Membership _____

Membership will commence on _____.

Monthly Coworker Access Code (4 digits) _____.



Contact Information

Name:

Home address:

Phone:

Email:

Company (if applicable):

Position:

Web address:

Is it OK to publish your name, company, position, and web site on our member directory and web site? Your personal contact information (phone, address, email) will be kept private.

Yes No



Terms of Use

Our TOU is long and boring, but it's important that you read it carefully to understand your rights and protections, as well as ours. We hope to be able to simplify these terms in the future. Please contact us at info@SententiaVera.com if you have questions regarding this TOU.

1. Acceptance of Terms.

The Services Sententia Vera, LLC ("Sententia Vera") provides to you, the undersigned (including but not limited to use of office space and access to Internet), are subject to the following Terms of Use ("TOU").

Sententia Vera reserves the right to update the TOU at any time. Sententia Vera will attempt to contact you to notify you of any updates within 30 days of their enactment using the contact information provided in the Membership Agreement.

2. Description of Services.

Sententia Vera may provide you with access to office space, work stations, Internet access, office equipment, conference space, knowledge resources, and other Services as Sententia Vera may provide from time to time (collectively, "Services"). The Services at all times are subject to the TOU.

3. No Unlawful or Prohibited Use.

As a condition of your use of the Services, you will not use the Services for any purpose that is unlawful or prohibited by these terms, conditions and notices. You may not use the Services in any manner that could damage, disable, overburden, or impair any Sententia Vera server, or the network(s) connected to any Sententia Vera server, or interfere with any other party's use and enjoyment of any Services. You may not attempt to gain unauthorized access to any Services, or accounts, computer systems or networks connected to any Sententia Vera server or to any of the Services, through hacking, password mining or any other means. You may not obtain or attempt to obtain any materials or information through any means not intentionally made available through the Services.

You hereby represent and warrant that you have all requisite legal power and authority to enter into and abide by the terms and conditions of this TOU and no further authorization or approval is necessary. You further represent and warrant that your participation or use of the Services will not conflict with or result in any breach of any license, contract, agreement or other instrument or obligation to which you are a party.

4. Use of Services.

You agree that when participating in or using the Services, you will not:

- a. Use the Services in connection with contests, pyramid schemes, chain letters, junk email, spamming or any duplicative or unsolicited message (commercial or otherwise);
- b. Defame, abuse, harass, stalk, threaten or otherwise violate the legal rights (such as rights of privacy and publicity) of others;
- c. Publish, post, upload, distribute or disseminate any inappropriate, profane, defamatory, obscene, indecent or unlawful topic, name, material or information on or through Sententia Vera Services;

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- d. Upload, or otherwise make available, files that contain images, photographs, software or other material protected by intellectual property laws, including, by way of example, and not as limitation, copyright or trademark laws (or by rights of privacy or publicity) unless you own or control the rights thereto or have received all necessary consent to do the same;
- e. Use any material or information, including images or photographs, which are made available through the Services in any manner that infringes any copyright, trademark, patent, trade secret, or other proprietary right of any party;
- f. Upload files that contain viruses, Trojan Horses, worms, time bombs, cancelbots, corrupted files, or any other similar software or programs that may damage the operation of another's computer or property of another;
- g. Download any file(s) that you know, or reasonably should know, cannot be legally reproduced, displayed, performed, and/or distributed in such manner;
- h. Restrict or inhibit any other user from using and enjoying the Services;
- i. Violate any code of conduct of other guidelines which may be applicable for any particular Service;
- j. Harvest or otherwise collect information about others, including email addresses, without the authorization or consent of the disclosing party;
- k. Violate any applicable laws or regulations; and
- l. Create a false identity for the purpose of misleading others.

5. Sententia Vera, LLC reserves the right at all times to disclose any information about you, your participation in and use of the Services as Sententia Vera deems necessary to satisfy any applicable law, regulation, legal process or governmental request, or to edit, refuse to post or to remove any information or materials, in whole or in part, in Sententia Vera's sole discretion.

6. Confidentiality.

- a. You acknowledge and agree that during your participation in and use of the Services you may be exposed to Confidential Information. "Confidential Information" shall mean all information, in whole or in part, that is disclosed by Sententia Vera or any participant or user of the Services or any employee, affiliate, or agent thereof, that is nonpublic, confidential or proprietary in nature.

Confidential Information also includes, without limitation, information about business, sales, operations, know-how, trade secrets, technology, products, employees, customers, marketing plans, financial information, Services, business affairs, any knowledge gained through examination or observation of or access to the facilities, computer systems and/or books and records of Sententia Vera, any analyses, compilations, studies or other documents prepared by Sententia Vera or otherwise derived in any manner from the Confidential Information and any information that you are obligated to keep confidential or know or has reason to know should be treated as confidential.

- b. Your participation in and/or use of the Services obligates you to
 - I. maintain all Confidential Information in strict confidence;
 - II. not to disclose Confidential Information to any third parties;
 - III. not to use the Confidential Information in any way directly or indirectly detrimental to Sententia Vera or any participant or user of the Services.



- c. All Confidential Information remains the sole and exclusive property of Sententia Vera or the respective disclosing party. You acknowledge and agree that nothing in this TOU or your participation or use of the Services will be construed as granting any rights to you, by license or otherwise, in or to any Confidential Information or any patent, copyright or other intellectual property or proprietary rights of Sententia Vera or any participant or user of the Services.

7. Participation In or Use of Services.

You acknowledge that you are participating in or using the Services at your own free will and decision. You acknowledge that Sententia Vera does not have any liability with respect to your access, participation in, use of the Services, or any loss of information resulting from such participation or use.

8. Disclaimer of Warranties.

To the maximum extent permitted by applicable law, Sententia Vera provides the Services “as is” and with all faults, and hereby disclaim with respect to the Services all warranties and conditions, whether express, implied or statutory, including, but not limited to, any (if any) warranties, duties or conditions of or related to: merchantability, fitness for a particular purpose, lack of viruses, accuracy or completeness of responses, results, workmanlike effort and lack of negligence. Also, there is no warranty, duty or condition of title, quiet enjoyment, quiet possession, correspondence to description or non-infringement. The entire risk as to the quality, or arising out of participation in or the use of the Services, remains with you.

9. Exclusion of Incidental, Consequential and Certain Other Damages.

To the maximum extent permitted by applicable law, in no event shall Sententia Vera or its subsidiaries (whether or not wholly-owned), affiliates, divisions, and their past, present and future officers, agents, shareholders, members, representatives, employees, successors and assigns, jointly or individually be liable for any direct, special, incidental, indirect, punitive, consequential or other damages whatsoever (including, but not limited to, damages for: loss of profits, loss of confidential or other information, business interruption, personal injury, loss of privacy, failure to meet any duty (including of good faith or of reasonable care), negligence, and any other pecuniary or other loss whatsoever) arising out of or in any way related to the participation in or inability to participate in or use of the Services, the provision of or failure to provide Services, or otherwise under or in connection with any provision of this agreement, even in the event of the fault, tort (including negligence), strict liability, breach of contract or breach of warranty of Sententia Vera and even if Sententia Vera has been advised of the possibility of such damages.



10. Limitation of Liability and Remedies.

Notwithstanding any damages that you might incur for any reason whatsoever (including, without limitation, all damages referenced above and all direct or general damages), the entire liability of Sententia Vera or its subsidiaries (whether or not wholly-owned), affiliates, divisions, and their past, present and future officers, agents, shareholders, members, representatives, employees, successors and assigns under any provision of this TOU and your exclusive remedy for all of the foregoing shall be limited to actual damages incurred by you based on reasonable reliance up to ten dollars (USD \$10.00). The foregoing limitations, exclusions and disclaimers (including sections 8 and 9 above) shall apply to the maximum extent permitted by applicable law, even if any remedy fails its essential purpose.

11. Termination.

Sententia Vera reserves the right to terminate any Service at any time. Sententia Vera further reserves the right to terminate your participation in and use of any Services, immediately and without notice, if you fail to comply with the TOU.

12. Indemnification.

You release, and hereby agree to indemnify, defend and save harmless Sententia Vera and Sententia Vera's subsidiaries (whether or not wholly-owned), affiliates, divisions, and their past, present and future officers, agents, shareholders, members, representatives, employees, successors and assigns, jointly and individually, from and against all claims, liabilities, losses, damages, costs, expenses, judgments, fines and penalties based upon or arising out of your negligent actions, errors and omissions, willful misconduct and fraud in connection with the participation in or use of the Services. You further agree in the event that you bring a claim or lawsuit in violation of this agreement, you shall be liable for any attorneys' fees and costs incurred by Sententia Vera or its respective officers and agents in connection with the defense of such claim or lawsuit.

14. Severability.

In the event that any provision or portion of this TOU is determined to be invalid, illegal or unenforceable for any reason, in whole or in part, the remaining provisions of this TOU shall be unaffected thereby and shall remain in full force and effect to the fullest extent permitted by applicable law.

15. Insurance.

Sententia Vera, LLC will carry General Liability insurance. As a user, it is strongly suggested that you carry a Renters Insurance policy to cover your own equipment while using our space. That policy may cover your current residence/office, as well as the premises of Sententia Vera.

16. Dispute Resolution and Mediation.

Should any dispute arise between the parties to this agreement the parties agree to negotiate prior to prosecuting a suit for damages. However, this section does not prohibit the filing of a lawsuit to toll the running of a statute of limitations or to seek injunctive relief. Either party may make a written request for a meeting between representatives of each party within ten (10) days after receipt of the request or such later period as agreed by the parties. Each party shall include, at a

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minimum, one (1) senior level individual with decision-making authority regarding the dispute. The purpose of this and any subsequent meeting is to attempt in good faith to negotiate a resolution of the dispute. If, within twenty (20) days after such meeting, the parties have not succeeded in negotiating a resolution of the dispute, they will proceed directly to mediation as described below.

If the efforts to resolve the dispute through negotiation fail, or the parties waive the negotiation process, the parties may select, within twenty (20) days, a mediator trained in mediation skills to assist with resolution of the dispute. The parties agree to act in good faith in the selection of the mediator and to give consideration to qualified individuals nominated to act as mediator. Nothing in the agreement prevents the parties from relying on the skills of a person who is trained in the subject matter of the dispute or a contract interpretation expert. If the parties fail to agree on a mediator within twenty (20) days of initiation of the mediation process, the mediator shall be selected by the Central Texas Dispute Resolution Center. The parties agree to participate in mediation in good faith for up to thirty (30) days from the date of the first mediation session.

17. Governing Law.

This Agreement is governed and construed by the laws of Texas without regard to conflicts of laws principles. Venue for any suit or cause of action arising out of or concerning this Agreement shall be proper and lie exclusively in Hays County, Texas.

I hereby acknowledge that I have read and understood all of the terms and conditions contained in this TOU, agree to be bound to the TOU regarding my participation in and use of the Services, and further acknowledge that I have read and understood all the terms and conditions contained in the [SV Cultural Hub Guidelines](#) and [Terms of Service](#) (found online).

Signature: _____

Date: _____

Name (Printed): _____