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Office Lease Agreement for Commercial Real Estate

RULES AND REGULATIONS

This is an attachment to and made a part of the Office Lease Agreement (the "Lease") date of April 21, 2018, by and between Jean-Baptiste Ronfard ("Landlord") and Jody Spencer ("Tenant"), for space in the Snowbound Building located at 415 Pacific Coast Highway, Suite 412, Santa Monica, California. Capitalized terms used but not defined herein shall have the meanings given in the Lease.



The following rules and regulations shall apply, where applicable, to the Premises, the Building, the Parking Facility, the Property, the Project and the appurtenances.

1. Sidewalks, doorways, vestibules, halls, stairways and other similar areas shall not be obstructed by Tenant or used by Tenant for any purpose other than ingress and egress to and from the Premises. No rubbish, litter, trash, or material shall be placed, emptied, or stored in those areas. At no time shall Tenant permit Tenant's employees to loiter in Commercial areas elsewhere about the Building or Project.
2. Plumbing fixtures and appliances shall be used only for the purposes for which designed. No sweepings, rubbish, rags or other unsuitable material shall be thrown or placed in or about fixtures or appliances. Damage resulting to fixtures or appliances by Tenant, its agents, employees or invitees, shall be the responsibility of the Tenant. The Tenant shall be responsible for the damage.
3. No signs, advertisements or notices shall be painted or affixed to windows, doors or other parts of the Building, except those of such color, size, style and in such places as are first approved in writing by Landlord. All tenant identification and suite numbers at the entrance to the Premises shall be installed by Landlord, at Tenant's cost and expense, using standard graphics for the Building. Except in connection with the hanging of lightweight pictures and wall decorations, no nails, hooks or screws shall be inserted into any part of the Premises or Building except by the Building maintenance personnel.

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Office Lease Agreement for Commercial Real Estate

RULES AND REGULATIONS

This is an attachment to and made a part of the Office Lease Agreement (the "Lease") date of April 24, 2018, by and between J.B. Ronfard ("Landlord"), and Jodi Spencer ("Tenant"), for space in the Snowbound Building located at 415 Pacific Coast Highway, Suite 412, Santa Monica, California. Capitalized terms used but not defined herein shall have the meanings given in the Lease.

The following rules and regulations shall apply, where applicable, to the Premises, the Building, the Parking Facility, the Storage Facility, the Property, the Project and the appurtenances.

1. Sidewalks, doorways, halls, stairways and other similar areas shall not be obstructed by Tenant or used by Tenant for any purpose other than ingress and egress to and from the Premises. No garbage, trash, or material shall be placed, or thrown in those areas. At no time shall Tenant permit Tenant's employees to loiter in Commercial areas elsewhere about the Building or Project.
2. Plumbing fixtures and appliances shall be used only for the purposes for which designed. No sweepings, garbage, or other unsuitable material shall be thrown or placed in or about fixtures or appliances. Damage resulting to fixtures or appliances by Tenant or employees, shall be the responsibility of the Tenant. The Tenant shall be responsible for the damage.
3. No signs or notices shall be affixed to windows, doors or other parts of the Building, except those of such color, size, style and placement as are first approved in writing by Landlord. All tenant identification and suite numbers at the entrance to the Premises shall be installed by Landlord at their cost and expense, using the standard graphics for the Building. Except in connection with the hanging of lightweight pictures and wall decorations, no nails or screws shall be inserted into any part of the Premises except by the Building maintenance personnel unless approved by the Landlord.

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- Select All
- Select None
- Cut
- Copy
- Delete
- Insert Before
- Insert After
- Copy to New Document
- Cut to New Document
- Add Bookmark

Search

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VirtualViewer® HTML5 Features

1 **Mobility:**

Operate the viewer on any device with a web browser, eliminating the need for downloads/installations and allowing users to easily view documents on-the-go. Touch-based interactions and responsive toolbar make it easy to use the viewer on smartphones and tablets.

2 **Split & Merge Documents:**

Split & merge, reorder, add, delete, extract, and export pages to meet workflow needs with advanced page manipulation features.

3 **True Annotation and Redaction:**

Annotate and redact documents, including existing annotations from other products such as Daeja, as well as collaborate on those annotations with tagging, bookmarks, navigation, and commenting tools.

4 **Document Comparison:**

Simultaneously compare documents side-by-side in a split screen view during the review process, easily spot differences, and navigate through the highlighted differences. Quickly navigate between documents and pages using tabbed windows and thumbnails.

5 **Text Search & Extraction:**

Because of the viewer's OCR support, users can search for specific words, or utilize pattern-based text search to locate patterns such as social security, phone, and credit card numbers on files such as PDF, TIFF, JPEG, and PNG. After locating desired content, users can redact, share, or copy and extract the text to paste securely elsewhere.

6 **Watermarks:**

Mark page backgrounds with pre-defined watermarks such as "Private", "Confidential", and "Do Not Distribute" to expedite workflow.

7 **Robust Document Support:**

View hundreds of different document, image, and video formats all from a single user interface without requiring the creator application.

Easy-to-Use in Any Environment

True cross-platform support: VirtualViewer® HTML5 operates seamlessly on any platform with both a pure Java solution with Java-based server components or a .NET solution.

No Downloads: No application download or client-side installation is required, making it a trouble-free solution for users as well as IT administrators.

Localized UI: The viewer's intelligent localization capabilities auto-detect browser settings and display in the proper language.

High-speed viewing: In conjunction with powerful, cloud-based server processing, the viewer's advanced Javascript code delivers an extremely high-speed response..

Seamless Integration into ECM Applications: VirtualViewer HTML5 integrates into existing back end repositories and homegrown applications, as well as cloud-based solutions. Snowbound also offers a variety of out of the box ECM connectors (Alfresco, Pega, and IBM*) with seamless integration.

** some customization required*

One Quick & Easy 10 Minute Installation

Installation of VirtualViewer® HTML5 takes less than 10 minutes for POCs on any desktop, laptop, and virtual machine. After the quick and easy install, VirtualViewer® HTML5 is then backed by Snowbound's award-winning and responsive support team. Snowbound's skilled network of system integrators can further enhance the benefits of VirtualViewer® HTML5 with custom integration to your existing system.

Technical Information

Snowbound provides the option of either a 100% Java or a .NET (64-bit) server component. The viewer operates in all modern browsers (IE, Firefox, Chrome, Safari and mobile browsers).

Server options:

- **Web Application Server:** Tomcat v7 & v8; Websphere v8 & v9
- **Operating Systems:** Windows 7, 8, and 10; Windows Server 2019, 2016, 2012, 2008; Any Java Compatible OS (Unix,, Linux, Windows, iOS, Android)
- **Hosting Providers:** AWS, Google Cloud, Microsoft Azure, IBM Cloud, Red Hat, and others

Responsive Support

Our expert, responsive internal support team is available to answer your questions and help you install our HTML5 viewer. A support portal is also available 24x7 for questions and information.



For over two decades, Snowbound Software has been the independent leader in document viewing and conversion technology. It plays an integral role in enhancing and speeding document processing for the Fortune 2000, including insurance claims processing, financial transactions, and more.. Snowbound excels in providing customers with powerful solutions for capturing, viewing, processing, and archiving hundreds of different document and image types. Thanks to its pure HTML5 technology and multi-environment support, Snowbound's products operate across all popular platforms and can be easily integrated into new or existing enterprise content management systems. Nine of the 10 largest banks in the United States (seven of 10 in the world), as well as some of the biggest healthcare providers, government agencies, and insurance companies rely on Snowbound for their mission-critical needs.

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