

## **UNITEDLAYER COLOCATION DATA CENTER RULES AND REGULATIONS**

Effective as of March 29, 2011

These Rules and Regulations apply to all colocation facilities and data centers (“Data Center”) of UnitedLayer, LLC (“UL”) and are deemed a part of and incorporated into all contracts between UL and customers (“Customer”) for colocation services.

All UL Colocation Customers and their representatives, employees, contractors, agents, invitees, and users of Customers' facilities and all UL contractors, vendors, invitees, or agents (collectively “Visitors”) are subject to these Rules and Regulations in connection with their use of or access to the UL services and facilities (“Data Center”).

### General Rules:

1. Cameras, video equipment or visitors are not allowed in UL facilities (“Data Center”) unless authorized in advance by UL.
2. No food or drink is allowed in the Data Center at any time.
3. All UL facilities are designated as ‘no smoking facilities’. Smoking is not allowed within 25 feet of the main entrance of the building.
4. Tampering with the access control systems, camera equipment, or fire alarm/smoke detectors, electrical or HVAC systems within the building is strictly prohibited and will result in immediate dismissal from the building.
5. Visitors shall remove all of its trash and debris upon departure from the Data Center. UL shall have the right to remove and discard any trash and debris left in the Data Center in violation of the foregoing, and to charge the Visitor for such trash removal.

### Access Rules:

1. Customer shall provide UL with updated and accurate list of Customer’s authorized personnel (“Approved Personnel”) and provided a current copy to UL. Approved Personnel shall obtain badge access to enter the Data Center. Customer shall be liable for the actions of any Approved Personnel. It is the responsibility of Customer to update the Approved Personnel list. UL may rely on the most current Approved Personnel list in deciding who shall gain access
2. Badges may not be loaned to another person for any purpose. Lost badges must be immediately reported to building security.
3. Approved Personnel must carry photo-identification for presentation to UL or UL’s agents, employees, or representatives when entering the Data Center.
4. In addition to the Approved Personnel, Customer shall designate one person as the primary account contact (“Primary Account Contact”) and shall provide UL with the contact information for the Primary Account Contact. It is the responsibility of Customer to update the Primary Account Contact.

5. In no event shall Approved Personnel or any Visitor have the right to access any portion of the Data Center other than the common access areas, including but not limited to the building roof, electrical or communications closets, the Data Center ceiling or floor, without the prior consent of UL and without a UL escort.
6. UL shall have the right to refuse access to the Data Center to anyone at its reasonable and sole discretion.
7. Prior to accessing the Data Center, all of Customer's contractors, agents and vendors must (i) provide UL evidence of insurance in amounts required to UL and (ii) be approved by UL in its sole discretion, at least two (2) business days in advance of arrival at the Data Center.
8. Access to or use of the building in which the Data Center is located, including common area spaced, shall at all times comply with the rules and regulations of the owner of such building. Use of a freight elevator is available only with prior UL approval.
9. Visitors may not engage or assist in any activity that violates the law or aids in criminal activity while in the Data Center or the building in which it is located.
10. UL may refuse entry to, or require the immediate departure of, any individual who (i) is disorderly, (ii) fails to comply with these Rules and Regulations, or (iii) fails to comply with any of UL's other procedures and requirements after being advised of them.
11. The Data Center and building in which it is located may be under surveillance. Activity viewed by these cameras may be recorded and may be used for investigative purposes or when a security policy is violated. Tampering with the camera equipment is strictly prohibited and will result in immediate dismissal from the building.
12. All doors into the Data Center and other restricted space must not be propped open for any length of time. Visitors must ensure that each controlled access door closes immediately after they enter.
13. At conclusion of any work in the Data Center, the Visitor shall ensure all cables are routed and dressed neatly in cabinets and all doors are closed and locked and the equipment or area is left in a closed, orderly, and secure manner.

#### Equipment Installation and Specifications:

1. All equipment installation activities must be pre-approved by UL. Customer shall promptly provide information regarding Customer's equipment, systems, proposed rack/cabinet layout and interconnections/cross-connect diagrams, and the identification of Customer's suppliers or contractors. Any one installing any type of equipment must first check in with a member of UL's staff and provide the necessary information about the equipment and the installation prior to commencing any installation activities.
2. All installation activities must take place during normal business hours unless after hours installation is pre-approved by UL and shall at all times comply with the rules and regulations of the owner of the building.
3. All Customer equipment operated within the Data Center must be configured and operate at all times in compliance with (i) the applicable manufacturer's specifications, including, without

limitation, any specifications as to power consumption and/or clearance requirements; and (ii) all applicable codes and regulations, including but not limited to ANSI/NFPA/NEC 70 power standard codes. Customer is responsible for accounting for rack or cabinet height, width, and depth limits, electrical limits, cooling limits, maximum ceiling heights, obstructions, such as existing duct work within the Data Center and floor load, weight limits when designing Equipment installations. If customer fails to comply, UL shall have right to immediately cease Customer's operations until such time as Customer comes into compliance.

4. UL reserves the right to reject equipment installations or cabinets extending higher than seven feet from the floor due to their potential to restrict the air flow in the Facility or extend too close to existing duct work and ladder racking.
5. Customer shall not make, or cause to be made, any construction changes or material alterations to the interior or exterior portions of the facility or the Data Center, including any cabling or power supplies for the equipment, without obtaining UL's prior written approval.
6. All connections to and from Customer equipment must be clearly labeled and all labeling codes must be provided to UL for purposes of configuration control.
7. No Visitor shall at any time bring into the Data Center any hazardous, inflammable, combustible, explosive, or otherwise dangerous fluid, chemical or substance at any time.
8. All connections to and from Customer equipment must be clearly labeled and all labeling codes must be provided to UL for purposes of configuration control.

UL reserves the right to change these Rules and Regulations at any time by posting a revision of these Rules and Regulations on its website. After such posting, continued use of and access to the Data Center or use of the Services shall constitute the Customer's and Customer Agent's acceptance of such changes.