

# RingCentral - Onboarding Webinar: Carolyn's Coffee Kickoff Giveaway Contest - Official Rules

PLEASE BE ADVISED THAT YOU HAVE NOT YET WON. NO PURCHASE OF ANY KIND IS NECESSARY TO ENTER OR WIN. A PURCHASE WILL NOT INCREASE YOUR CHANCE OF WINNING. VOID WHERE PROHIBITED.

The RingCentral Onboarding Webinar: Carolyn's Coffee Kickoff Giveaway Contest (the "Promotion") is sponsored and administered by RingCentral, Inc. ("RingCentral"), 20 Davis Drive, Belmont, CA 94002. The Promotion is governed by these official rules ("Official Rules"). By participating in the Promotion, each entrant ("Entrant," and collectively, "Entrants") agrees to abide by these Official Rules, including all eligibility requirements, and understands that the result of the Promotion, as determined by RingCentral or its agents, are final in all respects.

1. **Promotion Period:** The Promotion begins at 8:01 AM Pacific Time ("PT") on September 25, 2020 and ends at 5:00 PM PT on March 26, 2020 ("Promotion Period").
2. Webinar Schedule. RingCentral will host a series of onboarding webinars on the following date(s), as set forth below in section 2.1 of these Official Rules ("Webinar(s)"). During each Webinar, RingCentral will select one Winner to award one Prize, each as specifically set forth below in these Official Rules.
  - 2.1. Webinar Schedule. RingCentral will host a Webinar on the following dates, subject to RingCentral's sole discretion. RingCentral withholds the right to reschedule or cancel any Webinar set forth below, without any obligation to provide notice to Entrants or provide any replacement Prizes. The Webinar will be hosted on the following dates:
    1. October 16, 2020
    2. October 23, 2020
    3. October 30., 2020
    4. November 6, 2020
    5. November 13, 2020

6. November 20, 2020
7. November 27, 2020
8. December 4, 2020
9. December 11, 2020
10. December 18, 2020
11. January 8, 2021
12. January 15, 2021
13. January 22, 2021
14. January 29, 2021
15. February 5, 2021
16. February 12, 2021
17. February 19, 2021
18. February 26, 2021
19. March 5, 2021
20. March 12, 2021
21. March 19, 2021
22. March 26, 2021

3. Eligibility: To be eligible for the Promotion, Entrant must: (1) be eighteen (18) years of age or older and at least the age of majority in your jurisdiction of residence; (2) be a legal resident or citizen of the United States or the Dominion of Canada (excluding Quebec); (3) be specifically invited by RingCentral to attend the webinar; and (4) successfully and validly enroll for the webinar, subject to the Eligibility Restrictions as defined in section 2.1 below. Promotion is void where restricted or prohibited by law. The Promotion is subject to all national, state and local laws. The eligibility of Entrants shall be determined by RingCentral in its sole discretion.

3.2 Eligibility Restrictions: The following are ineligible to participate in the Promotion: (1) neither current or former employees, contractors, officers, directors, and affiliates of RingCentral's, and their immediate families (spouse, parents, siblings and children) and members of their households; (2) specifically including, but not limited to, any entrants who are residents or citizens of the Republic of Kenya, Republic of the Philippines, the Ukraine, or the Russian Federation; and (3) any Entrants (including RingCentral employees) in any and all other applicable jurisdictions where this Promotion is void, restricted, or prohibited by law, or not included in the list of eligible resident jurisdictions set forth under section 2 above of these Official Rules ("Eligibility Restrictions"). The Promotion is subject to all national, state and local laws. The eligibility of Entrants shall be determined by RingCentral in its sole discretion. The RingCentral credentials provided by Entrant may not be used by more than one entrant for this Promotion. The Promotion is subject to all national, state and local laws. The eligibility of Entrants shall be determined by

RingCentral in its sole discretion.

3. **How to Enter:** To obtain entry into the Promotion, Entrant must: (1) attend the RingCentral webinar; (2) be the first individual to correctly answer the announced and specific contest questions posed by the webinar moderator (“Entry” or “Entries”). Use of any automated system to participate is prohibited and will result in disqualification. RingCentral is not responsible for: (i) lost, late, delayed, damaged, unintelligible, illegible, misdirected, incomplete or garbled Entries; (ii) those who cannot access or complete the Entry; (iii) any issues associated with hardware, software, telephone, Internet, virus contamination, network, human error, electronic malfunctions, or any other technical problems; and/or (iv) delay, failure or malfunction of any kind relating to the Promotion. Incomplete or corrupted Entries are void and will not be accepted. To be eligible, Entries must be received prior to the end of the Promotion Period. All Entries become the sole and exclusive property of RingCentral.
4. **Winners:** To become a Winner (as defined below) under this Promotion, Entrant must be the first individual to correctly answer the announced and specific contest questions posed by the Webinar moderator (“**Winner(s)**”). Upon the elapse of each Webinar during the Promotion Period, a total of one Winner will be selected by RingCentral, pursuant to these Official Rules.

A total of twenty-two (22) Winners will be selected during the Promotional Period.

RingCentral will attempt to notify the Winners by email or other contact method. The Winner may claim their prize at RingCentral’s Belmont, CA office location, or, the Prize will be delivered to Entrant by RingCentral. Winner agrees that the delivery duration, method, and destination of the Prize is subject to RingCentral’s sole discretion. RingCentral is not responsible for any delay or failure to receive notification for any reason, including inactive email account(s), phone numbers, technical difficulties associated therewith, or a Winner’s failure to adequately monitor any account. Should a Winner fail to promptly respond to RingCentral, RingCentral reserves the right to disqualify that Winner and, in its sole discretion, select the Entrant who had the second greatest number of eligible Entries on the applicable Announcement Date. If a selected Winner is deemed ineligible, for any reason, the Entry will be disqualified and an alternate Winner may be selected, in RingCentral’s sole discretion. RingCentral is not responsible for and shall not be liable for late, lost, misdirected, or unsuccessful efforts to notify Winners.

5. **Odds:** Odds of winning are based on the skill of the Entrants and the total number of Entries received.
6. **Prize:** There will be one “Prize(s)”(as defined below) awarded to the Winner for each Webinar under this Promotion, as determined by the amount of eligible Entries submitted during the Promotion Term, for a total of 22 Prizes. Each Winner will be selected to receive the following Prize: one (1) \$25.00 Tango gift card. The approximate total value for all prizes is \$550.00. These terms are subject to change or

cancellation at any time without prior notice. RingCentral, Inc. reserves right to terminate at any time. Specific Awards issued through Tango Card Inc and subject to issuers gift card availability. RingCentral, Inc. is not affiliated with or endorsed by Tango Card Inc. Awards subject to issuers additional terms and conditions. Awards offered to residents of the US or Canada may differ. No substitution, assignment or transfer of the prizes is permitted, except by Sponsor, who has the right to substitute a prize with another of comparable or greater value. TAXES AND ANY OTHER COSTS, IF ANY, RELATED TO THE PRIZE ARE THE RESPONSIBILITY OF THE WINNER.

The Winners will be: (i) responsible for paying all costs and expenses related to the Prize that are not specifically mentioned, including, but not limited to, gratuities, meals, beverages, ground transportation, taxes, and any other incidental costs or expenses that might reasonably be incurred by the Winners in receiving or using the Prize; and (ii) required to submit his/her social security number or taxpayer ID number to RingCentral in order to claim the Prize. In order to claim his/her Prize, Winner may be required to complete an Affidavit of Eligibility/Release of Liability/Assignment of Rights/Publicity Releases (where legal) (the "Release Documents") and W-9 or similar tax form, which must be executed and returned to RingCentral, or Winner will forfeit Prize and another Winner may be chosen in RingCentral's sole discretion.

7. **Conditions of Participation:** By submitting an Entry for this Promotion, you agree to abide by and be bound by these Official Rules and any decision RingCentral makes regarding this Promotion, which RingCentral shall make in its sole discretion. RingCentral reserves the right to disqualify and prosecute to the fullest extent permitted by law any Entrant or Winner who, in RingCentral's reasonable suspicion, tampers with RingCentral's site, the entry process, intentionally submits more than the permitted number of entries, violates these rules, or acts in an unsportsmanlike or disruptive manner. ANY ATTEMPT BY AN ENTRANT OR ANY OTHER INDIVIDUAL TO DELIBERATELY DAMAGE ANY WEBSITE OR UNDERMINE THE LEGITIMATE OPERATION OF THE PROMOTION MAY BE A VIOLATION OF CRIMINAL AND CIVIL LAWS AND SHOULD SUCH AN ATTEMPT BE MADE, RINGCENTRAL RESERVES THE RIGHT TO SEEK DAMAGES FROM ANY SUCH ENTRANT TO THE FULLEST EXTENT PERMITTED BY LAW, INCLUDING ALL ATTORNEYS' FEES.
8. **Winner List and Official Rules:** To obtain a copy of these Official Rules or names of the Winners, send a self-addressed, stamped envelope to, Attn: RingCentral Onboarding Webinar: Carolyn's Coffee Kickoff Giveaway Contest Winners List Request, RingCentral, Inc., 20 Davis Dr., Belmont, CA 94002. Requests must be received by the December 31, 2020. Vermont residents may omit return postage.
9. **Privacy Policy:** Entrant information submitted for this Promotion will be collected and used in accordance with RingCentral's Privacy Policy, which can be found at <http://www.ringcentral.com/legal/privacy-policy.html> subject to the other provisions of these Official

Rules.

10. **DISCLAIMER AND LIMIT OF LIABILITY:** RINGCENTRAL MAKES NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, REGARDING ANY PRIZE OR YOUR PARTICIPATION IN THE PROMOTION. BY ENTERING THE PROMOTION OR RECEIPT OF ANY PRIZE, EACH ENTRANT AGREES TO RELEASE AND HOLD HARMLESS RINGCENTRAL, RINGCENTRAL ENTITIES (AS DEFINED ABOVE), AND ST. FRANCIS HOTEL (COLLECTIVELY, THE “RELEASED PARTIES”) FROM ANY AND AGAINST ANY CLAIM OR CAUSE OF ACTION, INCLUDING, BUT NOT LIMITED TO, PERSONAL INJURY, DEATH, OR DAMAGE TO OR LOSS OF PROPERTY, ARISING OUT OF PARTICIPATION IN THE PROMOTION OR RECEIPT OR USE OR MISUSE OF ANY PRIZE. THE RELEASED PARTIES ARE NOT RESPONSIBLE FOR: (1) ANY INCORRECT OR INACCURATE INFORMATION, WHETHER CAUSED BY ENTRANTS, PRINTING ERRORS OR BY ANY OF THE EQUIPMENT OR PROGRAMMING ASSOCIATED WITH OR UTILIZED IN THE PROMOTION; (2) TECHNICAL FAILURES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO MALFUNCTIONS, INTERRUPTIONS, OR DISCONNECTIONS IN PHONE LINES OR NETWORK HARDWARE OR SOFTWARE; (3) UNAUTHORIZED HUMAN INTERVENTION IN ANY PART OF THE ENTRY PROCESS OR THE PROMOTION; (4) TECHNICAL OR HUMAN ERROR WHICH MAY OCCUR IN THE ADMINISTRATION OF THE PROMOTION OR IN THE PROCESSING OF ENTRIES; OR (5) ANY INJURY OR DAMAGE TO PERSONS OR PROPERTY WHICH MAY BE CAUSED, DIRECTLY OR INDIRECTLY, IN WHOLE OR IN PART, FROM ENTRANT’S PARTICIPATION IN THE PROMOTION OR RECEIPT OR USE OR MISUSE OF ANY PRIZE.

If for any reason an Entrant’s entry is confirmed to have been erroneously deleted, lost, or otherwise destroyed or corrupted, Entrant’s sole remedy is another entry in the Promotion, provided that if it is not possible to award another entry due to discontinuance of the Promotion, or any part of it, for any reason, RingCentral, at its discretion, may elect to hold a random drawing from among all eligible entries received up to the date of discontinuance for any or all of the prizes offered herein. No more than the stated number of prizes will be awarded. In event that production, technical, programming or any other reasons cause more than the stated number of prizes as set forth in these Official Rules to be available and/or claimed, RingCentral reserves the right to award only the stated number of prizes by a random drawing among all legitimate, unawarded, eligible prize claims. RingCentral reserves the right to cancel, amend or suspend the Promotion at any time, with or without prior notice, including if the Promotion encounters any unexpected problems.

11. **Choice of Law; Disputes:** This Promotion and these Official Rules are governed by, and will be construed in accordance with, the laws of the State of California, and the forum and venue for any dispute arising out of or relating to these Official Rules shall be in the Northern District of California. Any and all disputes, claims, and causes of action arising out of or connected with the Promotion, or any benefits received, or the administration of the Promotion not resolved through internal adjudication shall

be resolved individually, without resort to any form of class action, and exclusively by arbitration, to take place in the State of California pursuant to the Rules of the American Arbitration Association, then effective, (2) any and all claims, judgments and awards shall be limited to actual out-of-pocket costs incurred, including costs associated with participating in the Promotion and in no event shall Entrant be entitled to receive attorneys' fees or other legal costs; and (3) under no circumstances will an Entrant be permitted to obtain awards for and participants hereby waive all right to claim punitive, incidental and consequential damages and any other damages, other than for actual out-of-pocket expenses, and any and all rights to have damages multiplied or otherwise increased.

12. **No Affiliation with Third Parties:** This Promotion is sponsored and administered exclusively by RingCentral and is in no way sponsored, endorsed, administered by or associated with Tango Card Inc, or any other third party.
13. **Sponsor:** RingCentral, Inc., 20 Davis Dr., Belmont, CA 94002.

