

## **TERMS AND CONDITIONS**

Welcome to myoffice.dubadu.com! By accessing or using our website, you agree to comply with and be bound by the following Terms and Conditions. Please read these carefully before using our website.

### **1. ACCEPTANCE OF TERMS AND CONDITIONS**

**1.1.** By accessing or using myoffice.dubadu.com (hereinafter referred to as "the Website" or "the Platform"), you acknowledge that you have read, understood, and agree to be bound by these Terms and Conditions, along with any related guidelines, policies, or notices referenced herein. These Terms and Conditions apply to all Users of the Website, including but not limited to visitors, registered Users, and service providers.

**1.2.** Your use of the Website signifies your unconditional acceptance of these Terms and Conditions. If you do not agree with any part of these Terms and Conditions, or if you are unable to comply with them for any reason, you must immediately discontinue your use of the Website, its services, and any related content.

**1.3.** Furthermore, by using the Website, you confirm that you meet the minimum legal age requirements in your jurisdiction to form a binding contract with the Platform. If you do not meet these requirements, you are prohibited from using the Website or creating an account. Additionally, you may only use the Platform in a manner that complies with all applicable local, state, national, and international laws and regulations.

**1.4.** By accepting these Terms and Conditions, you also agree to abide by all of our rules, policies, and guidelines provided on the Website, including, but not limited to, our Privacy Policy, Cookie Policy, and any other documents referenced in these Terms and Conditions. These policies are designed to protect both the Users and the integrity of the Website.

**1.5.** If you violate any provision of these Terms and Conditions or fail to comply with the rules and policies governing the use of the Platform, your account may be immediately suspended or terminated. This includes, but is not limited to, providing false or misleading information, or engaging in prohibited activities.

**1.6.** For the purposes of these Terms and Conditions:

**1.6.1.** The term "User" refers to any individual who accesses or interacts with the Platform, including Candidates undergoing training and certified Partners.

**1.6.2.** The term "Partner" refers specifically to a User who has successfully completed the mandatory training, received a Certificate of Completion, and entered into a valid cooperation agreement with the Platform.

### **2. DESCRIPTION OF SERVICES**

**2.1.** The Platform is a closed digital environment designed to provide both training and operational tools for verified Users who collaborate with the company Dubadu Portal LLC (hereinafter referred to as the Company) in the area of real estate agent acquisition.

**2.2.** The Platform offers a structured educational program, including access to learning materials, testing modules, and certification processes. Completion of this training is a prerequisite for obtaining Partner status.

**2.3.** Upon successful certification, the Platform enables Users to engage in cooperation with the Company by referring, evaluating, and managing potential real estate agents for onboarding.

**2.4.** In addition, the Platform provides a secure personal dashboard for managing account details, tracking referral activity, receiving updates, and accessing tools necessary for continued participation in the Company's programs.

**2.5.** The Platform is not available to the general public and is intended exclusively for authorized Users who have completed the training program and operate under a valid cooperation agreement with the Company.

### **3. USER ACCOUNTS AND SECURITY**

**3.1.** Access to the Platform, including both the training modules and Partner functionality, requires the creation of a personal account. By registering, the User (whether Candidate or Partner) agrees to provide accurate, complete, and up-to-date information. The User is solely responsible for maintaining the confidentiality and security of their login credentials.

**3.2.** All actions taken from a User's account, including course progress, test submissions, and Partner-related activity, are presumed to be performed by the account holder unless proven otherwise.

**3.3.** In the event of suspected unauthorized access or security breach, the User must immediately notify the Platform through the official support channel. The Platform is not liable for any consequences or losses resulting from compromised accounts due to User negligence.

### **4. USER CONDUCT**

**4.1.** All Users of the Platform, including, but not limited to, Candidates participating in training and Partners engaged in referral or cooperation activities are required to use the Platform in a lawful, respectful, and responsible manner. By accessing or using any part of the Platform, each User agrees to refrain from the following actions:

**4.1.1.** Submitting or distributing any content that is false, misleading, defamatory, discriminatory, offensive, unlawful, or that infringes upon the rights (including intellectual property or privacy rights) of any third party.

**4.1.2.** Misrepresenting your identity, professional role, qualifications, or affiliation with the Platform, with Dubadu, or with any referred individual or agency.

**4.1.3.** Disrupting, damaging, interfering with, or otherwise compromising the security, functionality, or intended operation of the Platform or its related systems.

**4.1.4.** Attempting to gain unauthorized access to any part of the Platform, accounts, data, or systems, or to bypass any authentication or security measures.

**4.1.5.** Using any tools, bots, scripts, crawlers, or other automated methods to extract data from the Platform (data scraping), or accessing the Platform for the purpose of competitive analysis, market research without prior written authorization.

**4.1.6.** Impersonating any individual or entity, or submitting content or information under a false identity or without appropriate authority.

**4.2.** Violation of any provision in this section may result in:

**4.2.1.** A formal warning.

**4.2.2.** Temporary suspension of access.

**4.2.3.** Permanent termination of the User's account and all associated access.

Where applicable, the Company reserves the right to initiate legal proceedings, seek compensation for damages, and/or report the matter to relevant governmental or regulatory authorities.

## **5. PAYMENTS AND FEES**

**5.1.** Access to the Platform, including training modules and creation of a Partner account, is free of charge. No service fees are charged for using the basic features of the Platform.

**5.2.** The Platform may provide financial incentives or rewards to Users based on their activity, as defined in a separate Partner Agreement or compensation policy. These incentives will be reflected in the User's internal balance, visible in their personal account.

**5.3.** The internal balance displayed in the User's personal account is informational and reflects accrued rewards or pending payments. It does not function as an e-wallet or payment system and cannot be used for purchases on the Platform.

**5.3.1.** The internal balance displayed in the User's account does not constitute a bank account, electronic wallet, or any form of e-money account. It is solely an informational record of activity-based rewards and pending payouts. The balance cannot be used for purchases, transfers, or withdrawals outside of the payout procedures described in the applicable cooperation agreement.

**5.4.** Payouts (if applicable) will be made in accordance with the procedures and timelines defined in the applicable cooperation agreement. Users are responsible for providing accurate payment details and ensuring compliance with local tax and reporting obligations.

**5.5.** The Platform is not liable for delays or errors caused by third-party payment service providers. All transactions are subject to the terms and conditions of the respective providers.

**5.6.** Any questions regarding payments or balances must be submitted through the official support channel.

## **6. LIMITATION OF LIABILITY AND DISCLAIMER OF WARRANTIES**

**6.1.** The Platform shall not be held liable for any direct, indirect, incidental, or consequential damages resulting from the use of its services, training materials, Partner interface, or internal tools. This includes, without limitation, damages related to system errors, technical interruptions, miscommunications, loss of data, or delays in displaying account information (including Partner balances).

**6.2.** By using the Platform, the User agrees to indemnify and hold harmless the Platform, its owners, employees, affiliates, and representatives from any claims, liabilities, losses, or legal expenses arising from the User's use of the Platform, violation of these Terms, breach of applicable laws, or infringement of third-party rights.

**6.3.** The Platform and all its features are provided strictly "as is" and "as available," without warranties of any kind, express or implied. This includes, but is not limited to, warranties of merchantability, fitness for a particular purpose, accuracy, non-infringement, or uninterrupted operation.

**6.4.** The Platform does not guarantee any specific outcome or financial result from training participation, Partner activity, or interaction with referred real estate professionals. All actions are taken at the User's own risk and discretion.

## **7. MODIFICATIONS TO TERMS AND CONDITIONS**

**7.1.** We reserve the right to update or modify these Terms and Conditions at any time to reflect changes in our services, legal requirements, or business practices.

**7.2.** In the event of any modifications, we will notify registered Users via email. The updated Terms and Conditions will take effect five (5) business days after the notification has been sent.

**7.3.** It is your responsibility to review the updated Terms and Conditions. By continuing to use the platform after the changes take effect, you signify your agreement to the revised Terms and Conditions. If you do not agree with any modifications, you must discontinue using the platform.

## **8. JURISDICTIONAL LIMITATIONS**

**8.1.** The services offered by the Platform may not be available in all jurisdictions. Users are responsible for complying with the laws applicable to their region, and certain rights or obligations under these Terms and Conditions may not apply to all Users.

## **9. PRIVACY POLICY.**

**9.1.** The Platform will collect, use, store, and disclose personal information in accordance with our Privacy Policy. Please consult your Privacy Policy for more information on how we handle your personal data, including details on retention periods and User rights.

## **10. ELIGIBILITY REQUIREMENTS**

**10.1.** Only individuals who have full legal capacity to enter into binding agreements (including self-employed individuals and private entrepreneurs, where applicable), and who have

successfully completed the mandatory training program and obtained a Certificate of Completion issued by the Platform or its authorized representative, are eligible to register and act as Partners.

**10.2.** Completion of the training and certification process grants the Candidate the opportunity to be considered for cooperation as a Partner, but does not in itself establish any contractual, employment, or agency relationship with the Platform until a separate Partner Agreement is duly accepted.

**10.3.** The Platform reserves the right to verify the identity, legal status, and professional qualifications of each Candidate or Partner at any time. Failure to meet or maintain eligibility requirements may result in suspension or permanent deactivation of the account, with or without prior notice.

## **11. DATA BREACH NOTIFICATION**

**11.1.** We take data breaches seriously and implement all necessary measures to prevent them. In the event of a breach involving your personal information:

**11.1.1.** We will notify you as soon as reasonably possible and no later than 30 days after discovering the breach, in accordance with applicable laws.

**11.1.2.** If required by law, we will also notify relevant authorities. The notification will include details of the breach, what information was compromised, and steps you can take to protect yourself.

## **12. SEVERABILITY**

**12.1.** If any provision of these Terms and Conditions is deemed invalid or unenforceable, the remaining provisions will continue in full effect. Any invalid provision will be replaced by one that most closely matches its intent.

## **13. FORCE MAJEURE**

**13.1.** The Platform will not be held liable for any delay or failure to perform its obligations under these Terms and Conditions if such delay or failure results from events beyond its reasonable control, including but not limited to:

**13.1.1.** Natural Disasters: Such as earthquakes, floods, fires, or other extreme weather conditions.

**13.1.2.** Acts of Government: Including laws, regulations, actions, or orders imposed by any governmental authority, military actions, or civil disturbances.

**13.1.3.** Technical Failures: Such as telecommunications failures, server crashes, cyber-attacks, or disruptions to internet services.

**13.1.4.** Labor Disputes: Including strikes, lockouts, or labor shortages.

**13.2.** In the event of such a force majeure situation, the Platform will make reasonable efforts to notify you of the delay or disruption. The affected obligations will be suspended for the duration of the force majeure event, and the Platform will take reasonable steps to resume normal operations as soon as possible.

## **14. INTELLECTUAL PROPERTY**

**14.1.** All content available on the Platform, including but not limited to text, graphics, logos, videos, training materials, and databases, is the intellectual property of the Platform or its licensors and is protected under applicable copyright, trademark, and trade secret laws.

**14.2.** Users may not reproduce, distribute, modify, or create derivative works from any content without the express prior written permission of the Platform.

**14.3.** The use of the Platform's name, logo, or other trademarks for commercial purposes is strictly prohibited unless authorized in writing.

## **15. USER PARTICIPATION IN EVENTS & PROMOTIONS**

**15.1.** If the User participates in events, promotions, or activities organized by the Platform, they acknowledge and agree that they may appear in photos or videos taken during such events. These materials may be used by the Platform for advertising, social media campaigns, Website content, and other promotional or marketing activities. The User further agrees that their participation does not entitle them to any compensation or royalties. If the User does not consent to the use of their image in this manner, they must refrain from attending such events or submit a written request for removal to the Platform.

## **16. NO EMPLOYMENT RELATIONSHIP**

**16.1.** Nothing in these Terms and Conditions shall be construed as creating an employment, agency, or joint venture relationship between the Platform and the Partner.

**16.2.** Partners act as independent entities and are not entitled to employee benefits, compensation, or protections under labor laws unless explicitly stated in a separate agreement.

## **17. GOVERNING LAW AND DISPUTE RESOLUTION**

**17.1.** These Terms and Conditions shall be governed by and construed in accordance with the laws of the United Arab Emirates.

**17.2.** Any disputes arising from or in connection with these Terms shall be subject to the exclusive jurisdiction of the competent courts in Dubai, UAE, unless otherwise agreed in writing.

## **18. RESTRICTED JURISDICTIONS**

**18.1.** The Platform may not be accessed, used, or registered by individuals or entities located in, or otherwise associated with, jurisdictions subject to international sanctions, embargoes, or trade restrictions.

**18.2.** The Company does not engage in cooperation with individuals who are citizens, residents, or otherwise associated with territories subject to international sanctions and restrictions, including but not limited to: The Russian Federation (including the temporarily occupied territories of Ukraine: the Autonomous Republic of Crimea, the city of Sevastopol, and parts of Donetsk, Luhansk, Zaporizhzhia, and Kherson regions), The Republic of Belarus, The Islamic Republic of Iran, The Democratic People's Republic of Korea (North Korea), The Syrian Arab Republic, Afghanistan, Sudan (North and South), Venezuela, Cuba, The Central African

Republic, The Democratic Republic of the Congo, Libya, Zimbabwe, Myanmar (Burma), Yemen, Lebanon, Somalia, Nicaragua, Russian-occupied territories of Georgia (Abkhazia and South Ossetia), Nagorno-Karabakh, Transnistria, and other disputed or unrecognized territories.

**18.3.** The Company also does not cooperate with real estate agencies that are registered in these jurisdictions or are connected to them through ownership, control, or other legal or factual links.

**18.4.** The Company reserves the right to terminate any account or cooperation without notice if there is a reasonable suspicion or confirmation that a User is in violation of this policy.

If you have any questions regarding these Terms and Conditions, please contact us at [school@dubadu.com](mailto:school@dubadu.com).

**Effective Date:** October 23, 2025