

# Confluent Extended Access Agreement

## Prerequisites

In order to apply for extended access you must agree to and be able to pass a background check. Then you need to submit a processing fee of \$35 and an original signed copy of this document.

## Activation

After applying, it may take up to 5 days to process your request for extended access. You will be notified no later than the end of this period if your request is successful, denied, or unexpectedly requires more time to complete. If successful, you will then be required to come in during business hours and set up a recurring payment method for your extended access membership. Once this is complete Confluent will issue you a card or fob configured appropriately. If you already have a Confluent card or fob for tool or room access, its access rights will then be suitably expanded.

## Access

Extended access only confers access to the space from 7am to 10pm Tuesday through Sunday, with exception for special events listed on Confluent's calendar which take precedence over normal space activities. It does not grant any additional privileges. These hours may change, however a good faith attempt will be made to notify you at least 10 days before any changes.

Extended access times are any of the hours 7am to 10pm that are outside of Confluent's business hours.

## Rules

You are expected to follow the rules of the space as well as all policies indicated in your membership agreement and this document. In addition, you will not give or lend your access card to anyone and you will not grant access to Confluent outside of business hours to any unknown person(s).

You may have up to 2 adult (18 years or older) guests with you during extended access times. These guests must sign in to a visitors log kept at the front desk. Additionally they must have a contact form and a signed "Membership Agreement" on file. You are responsible for them while they are inside the space and will be held liable for any violations of Confluent rules or policies.

You will notify Confluent of changes to your preferred recurring payment method or of a new recurring payment method up to 7 days after you have been notified about a charge failure. If you cancel your membership, switch to a non-recurring payment method, or fail to provide a

new payment method within 7 days after a failure notification, your extended access will be terminated.

If you are the last one to leave at any time during extended access times, even if you plan to return later, you must follow the Confluent closing procedures. (This will be posted inside by or on the front door.) In general you must:

1. Turn off all equipment and lights.
2. Lock all the spaces.
3. Return any thermostats to their standard programs.
4. Lock the front door.

## **Loss and Replacement**

If you lose your Confluent card or fob, you must notify Confluent as soon as you are able so it can be disabled. Cards and fobs lost or too damaged to work properly can be re-issued within 3 days after making a replacement request and paying a \$10 processing fee.

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By signing here I have read and understood the above

Date

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Print Name