



1020 Highland Colony Parkway
Suite 400
Ridgeland, MS 39157

601.326.1000 **tel**
601.898.9054 **fax**

www.horne-llp.com

HORNE LLP CLIENT PORTAL AGREEMENT

This Client Portal Agreement ("Agreement") is made between HORNE LLP ("Firm") and (please list one or more accounts) _____ ("Client") effective on the date the Firm grants access to the Client Portal (secure internet site) to the Client upon the following terms and conditions:

- Firm provides a secure internet site (Client Portal) to permit easy and secure document exchange between the Firm and the Client. The types of documents that can be uploaded or viewed on the Client Portal are provided at the sole discretion of the Firm.
- Client agrees to access the Client Portal using the internet browser, Microsoft Internet Explorer 7.0 or higher.
- Firm will create personal logons (users) for those accessing the Client Portal. It is recommended that logon information is not shared. Client agrees to designate _____ at email address _____ as the authorized person to contact the Firm to request users. Passwords will sent to the designee by telephone or email. The security of the password(s) is the sole responsibility of the Client.
- Client agrees to notify the Firm immediately when an individual logon account is to be terminated. Although the Firm will make a concerted effort to terminate access immediately, Client cannot be assured that access has been terminated until it emails Firm at clientportal@horne-llp.com and receives email confirmation of the termination.
- The Client Portal requires industry standard 128 bit encryption on all transactions conducted on the Client Portal. Client understands that no completely secure system for electronic document exchange has been created. **FIRM MAKES NO GUARANTEE ABOUT THE EFFECTIVENESS OF THE SECURITY OF THE CLIENT PORTAL AND SHALL NEVER BE LIABLE FOR ANY DAMAGES AS A RESULT OF A BREACH OR ALLEGED BREACH OF SECURITY OF THE CLIENT PORTAL.**
- Client acknowledges that the Client Portal will be unavailable at times due to regularly scheduled maintenance or other mechanical or electronic failures.
- This agreement does not modify or affect existing or future engagement letters or agreements between Firm and Client.

CLIENT:

Signature _____

Printed Name _____

Title _____

Date _____

USERS PERMITTED FULL ACCESS TO THIS ACCOUNT:

Name	Email Address	Account(s) (List name or account #)
Name	Email Address	Account(s) (List name or account #)
Name	Email Address	Account(s) (List name or account #)

USERS PERMITTED TO SEND FILES FOR THIS ACCOUNT:

Name	Email Address	Account(s) (List name or account #)
Name	Email Address	Account(s) (List name or account #)
Name	Email Address	Account(s) (List name or account #)

To gain access to the Client Portal return this completed and signed Client Portal Agreement by:

- Scanning it and emailing it to clientportal@horne-llp.com
- Faxing it to the Firm at 601.714.2009
- Mailing it or dropping it off at your nearest HORNE LLP office location