

# **ArcLearn eLearning Portal**

## **Additional License Terms and Conditions**

### **For an Alternate Video Format**

1. These additional terms and conditions represent an agreement and contract between an ArcLearn licensee and Training Right Now, Inc., an Illinois, USA corporation, whose address is 999 E. Touhy Avenue, Suite 130, Des Plaines, Illinois 60018, (hereinafter called "TRN").
2. The licensee has requested that an alternate, non-protected video format of a licensed ArcLearn video(s) be provided in addition to any other normally provided video formats. TRN grants this request if and only if the licensee agrees to these additional terms and conditions.
3. These additional terms and conditions are in addition to all general terms and conditions applicable to all ArcLearn licenses, as published on the [www.arclearn.com](http://www.arclearn.com) website. Where these additional terms and conditions might be determined inconsistent with the general terms and conditions, the additional terms and conditions will supersede the general terms and conditions.
4. The licensee will adhere to the licensing agreement(s) as purchased, based on the length of license term. If the license term expires, the licensee will either return the provided video media to TRN or will enter into a new agreement to extend the license term. Such return of the video includes the removal (deletion) of the video from all computers where the video was placed.
5. The licensee agrees to limit access to the provided video formats to oneself and to one's employees. If you are an educational institution, you may also provide access to faculty and students.

Limitation of access can be accomplished through a password protected network. Access by unauthorized users, whether intentional or not, is in violation of these additional terms and conditions.

6. All materials provided by TRN to the licensee will remain the property of TRN. The licensee has neither claim of ownership nor rights that are not explicitly granted in either the additional terms and conditions or the general terms and conditions. If so requested by TRN, the licensee will return all materials to TRN.
7. TRN will provide the requested video formats on a CD, DVD, or FTP site as requested. Delivery will be made to the authorizing person or to another person if so requested below.

Enter the requested video titles, the requested video format (include bit rate and any other specifics), and any other related requests:

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**The ArcLearn Licensee Agreement:**

The undersigned licensee of the ArcLearn service, who has presented him/herself as having the authority to bind the organization to this agreement, agrees to the general terms and conditions as published on the [www.arclearn.com](http://www.arclearn.com) website and agrees to these additional terms and conditions.

Organization name: \_\_\_\_\_

Full address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of authorizing person: \_\_\_\_\_

Title of authorizing person: \_\_\_\_\_

Date of this agreement: \_\_\_\_\_

Signature: \_\_\_\_\_