

Basware Customer Awards

17 June 2026

AGREEMENT. By submitting a nomination for, or accepting a nomination as a Nominee or Finalist in, Basware's Invoice Lifecycle Management (ILM) Customer Awards 2026 (the "**Awards**"), each Participant, Nominee, and Finalist acknowledges that they have read, understood, and agree to be bound by these Terms and Conditions (the "**Terms**"). In the event of any conflict or inconsistency between these Terms and any brochures, advertisements, marketing materials, promotional content, or other communications relating to the Awards, these Terms shall prevail.

For the purposes of these Terms, the following definitions apply:

"Participant (s)" means the Basware customer or Basware partner organization on whose behalf a nomination is submitted, or which submits a nomination, in accordance with these Terms.

"Nominee" means the natural person nominated for an Award who has been selected by Basware to proceed in the Awards process.

"Finalist" means a Nominee who has been shortlisted by Basware and who has confirmed acceptance of the shortlisting in writing in accordance with these Terms.

"Winner" means the Finalist selected by Basware as the recipient of an Award in accordance with these Terms.

"Basware" means Basware Oy and its affiliates, including without limitation Basware Inc (United States), Basware UK Limited (England), Basware GmbH (Germany), Basware Pte. Ltd. (Australia) and other regional affiliates from time to time (together, the "Basware Group").

1. Awards Rules

1.1 Organizer. The Awards are organized globally by Basware Oy, Linnoitustie 2 B (Cello building), 02600 Espoo, Finland (P.O. Box 97, 02601 Espoo, Finland) ("Basware Oy"). The Awards are administered in each region by the Basware affiliate that contracts with the relevant Participant (the "Local Basware Entity"), which delivers the trophy locally, manages local communications and acts as joint controller of personal data with Basware Oy in accordance with clause 2.1. References in these Terms to "Basware" are to Basware Oy and the relevant Local Basware Entity acting together. The Awards are open to eligible customers of Basware in all regions in which the Basware Group operates, including EMEA, North America and APAC.

1.2 How to enter. The Awards program follows a nomination-based process. Eligible nominations may be submitted by (i) a Basware customer nominating themselves or a member of their team, (ii) a Basware Customer Success Manager or other Basware employee, or (iii) a Basware partner (for example a value-added reseller or implementation partner). Where a nomination is submitted by a Basware employee or partner, the Nominee will be notified by Basware and must complete an acceptance form confirming the nomination and acceptance of these Terms (including the data protection provisions in clause 2.1) before they can be considered for shortlisting as a Finalist. Confirmation of the Nominee's employer's approval will be sought at the Participants entry stage in accordance with clause 2.3.

All nominations must be submitted through the official nomination form at: <https://www2.basware.com/en/ilm-customer-awards> and all questions/fields must be complete. Late or incomplete submissions will not be eligible to be shortlisted as a Finalist.

1.3 Award categories and process. The Awards comprise six (6) categories for the inaugural 2026 program: four (4) individual categories (The Visionary Award, The Connector Award, The Architect Award, The Guardian Award) and two (2) team categories (AP All Stars and ILM Trailblazers). The detailed criteria for each category are set out on the Awards guidebook and landing page. Nominations are reviewed and scored by an internal Basware judging panel against published criteria, with a shortlist of Finalists proposed to a final-round panel that may include Basware executives and, where relevant, independent third-party judges. Judging is on the merits of the submission and is not a lottery, game of chance or other form of gambling.

1.4 Duration and key dates. The nomination window opens on Monday 29 June 2026 and closes on Friday 28 August 2026. Finalists will be notified by email and/or telephone on or around 14 September 2026. Winners will be informed in October 2026 and invited to be part of a virtual event made available to all Basware customers in Q4 2026. Customers will be notified of the event and date by email. Basware reserves the right to change any of these dates in its reasonable discretion and will notify Participants of material changes by email or via the Awards landing page.

1.5 Eligibility. To be eligible, a Nominee must (a) be at least 18 years of age, (b) be an employee or formal representative of an active Basware customer, (c) not be a person whose participation in the Awards is restricted by their employer's gifts and entertainment, anti-bribery or similar policies, and (d) for team categories, be part of a team substantially all of whose members are employed by the same active Basware customer. Basware reserves the right to require reasonable evidence of eligibility before confirming a Nominee as a Finalist or a Finalist as a Winner.

1.6 Warranties. By submitting a nomination or accepting nomination, the Participant and the Nominee each represent and warrant that (a) the information provided is true, accurate and complete and does not infringe the rights of any third party, (b) they have read, understood and accepted these Terms, (c) participation in the Awards is consistent with the employer's applicable policies (including those relating to acceptance of gifts and benefits), and (d) where the nomination is submitted by a third party (such as a Basware employee or partner), the Nominee has consented to being nominated and to the processing of their personal data for the purposes set out in these Terms.

1.7 Shortlisting and Winner selection. Basware will select Winners from the pool of Finalists for each Award category based on criteria including: the nature of the business challenge addressed; the demonstrated impact, measurable outcomes or KPIs delivered; the innovation, leadership and collaboration shown; and the effective use of Basware products and services. Decisions of the Basware judging panel are final and no correspondence will be entered into. If a Finalist cannot be contacted, declines the Award, or is found not to meet the eligibility requirements, Basware may, at its discretion, select another Finalist or leave the category unawarded. Basware shall have no liability for a Finalist's or Winner's failure to receive notifications sent in good faith.

1.8 No purchase necessary; not a lottery. No purchase, payment or additional Basware contract or license is required to enter or win the Awards. The Awards are a recognition program determined solely on merit; they are not a lottery, prize draw, sweepstake, game of chance or other form of

gambling under any applicable laws and no random selection or chance-based mechanism is used in the selection of Finalists or Winners.

1.9 Prize. Each Winner will receive (i) a physical Basware trophy (the “Basware Tick Trophy”), with an indicative value of up to GBP 80 per trophy, given in person or mailed to the Winner’s employer following the announcement of the Awards, and (ii) recognition through Basware’s communications channels in accordance with clause 2.3. Prizes are awarded “as is”, are non-transferable, non-assignable and non-refundable, and no cash or other substitution is available. Basware reserves the right to substitute a prize of equivalent or greater value if the trophy cannot reasonably be supplied. Any taxes, duties or other charges that may arise for the Winner or their employer in connection with receipt of a prize are the sole responsibility of the Winner or their employer.

2. Data, Publicity and Miscellaneous Basware will process personal data provided in connection with the Awards, including names, job titles, business contact details, and the content of nomination submissions, for the purposes of administering the Awards, contacting Nominees and Finalists, evaluating entries, and announcing and recognizing Winners. The legal basis for such processing is Basware’s legitimate interest in operating and promoting the Awards program and, where applicable, the consent of the relevant individual for optional marketing communications or publicity activities described in Clauses 2.2 and 2.3.

For the purposes of the Awards, Basware Oy and the applicable Local Basware Entity act as joint controllers and have entered into an arrangement allocating their respective responsibilities under applicable data protection laws. Data subjects may exercise their rights against either joint controller, and privacy@basware.com serves as the single point of contact for all privacy-related inquiries. Personal data will be processed in accordance with the Basware Privacy Notice, available at [Basware Privacy Notice](#).

Nominees and other data subjects may exercise their rights, including the rights of access, rectification, erasure, restriction of processing, and objection, by contacting privacy@basware.com.

2.2 Marketing communications. Participation in the Awards does not by itself sign Nominees up to Basware marketing communications. Any marketing communications consent is collected separately through Basware’s standard opt-in mechanisms and may be withdrawn at any time by following the unsubscribe instructions in any marketing email or by contacting Basware as set out in the Basware Privacy Notice.

2.3 Publicity and use of Finalist / Winner information. Basware would like to recognize Finalists and Winners publicly. The publicity rights for the Awards are structured as follows: (a) at the point of entry, each Participant will be asked to opt in (on behalf of themselves and, where applicable, with the confirmed approval of their employer) to specified publicity uses, which may include the announcement of their name, job title and employer name and employer logo on the Basware Awards web page, on Basware LinkedIn and other Basware social media channels, in press releases, and in event recordings published on demand; (b) any use of a Participant’s customer story, quotation, photograph or video footage beyond a factual announcement of shortlisting or winning is subject to the prior written approval of the Participant (such approval not to be unreasonably withheld), which may be given in respect of specific assets at the time those assets are prepared; (c) Basware’s license to use the materials approved under (a) and (b) is non-exclusive, royalty-free, and limited to use in connection with the Awards and Basware’s general customer marketing for a period of two (2) years

from the date of the Awards ceremony, subject to any earlier withdrawal of consent in respect of personal data. (d) for the avoidance of doubt, nothing in this clause limits Basware's right to use customer content where permission for general marketing use has already been granted under a separate written agreement.

Nothing in this clause requires Basware to publish or recognize any Finalist or Winner.

2.4 Indemnity. Each Participant and each Nominee agrees to indemnify Basware against direct losses, claims and reasonable costs (including reasonable legal fees) suffered or incurred by Basware to the extent arising from (a) a material breach by that Participant or Nominee of these Terms, (b) the submission of information in a nomination which is materially inaccurate, misleading or infringes the rights of a third party, or (c) the willful misconduct or fraud of that Participant or Nominee in connection with the Awards. This indemnity does not extend to indirect or consequential losses and does not apply to the extent that the loss is caused by the negligence or willful misconduct of Basware.

2.5 Limitation of liability. To the extent permitted by applicable law, Basware excludes all implied warranties in connection with the Awards and the prizes and shall not be liable to any Participant, Nominee or Finalist for any indirect, special, incidental or consequential loss arising out of or in connection with the Awards. Nothing in these Terms limits or excludes any liability that cannot be limited or excluded under applicable law, including liability for death or personal injury caused by negligence, fraud or fraudulent misrepresentation, or any other liability that may not lawfully be limited or excluded. Where Basware's liability is capable of being limited, it is capped at the value of the prize for the relevant Award category.

2.6 Modification, suspension, and disqualification. Basware may, acting reasonably, modify, suspend or terminate the Awards or any category of the Awards, including by varying these Terms, where required by law, in response to events outside Basware's reasonable control, or for material operational reasons. Basware may also disqualify any nomination or Nominee where Basware reasonably believes that (a) the nomination is inaccurate, incomplete or contains content that is unlawful, defamatory or infringing, (b) the Nominee does not meet the eligibility requirements, or (c) the Nominee has tampered with or manipulated the nomination process. Where reasonably practicable, Basware will notify affected Participants before disqualification or termination.

2.7 Severability. If any provision of these Terms is held to be invalid or unenforceable, that provision will be interpreted, to the maximum extent possible, in a manner that gives effect to the parties' intentions, and the remaining provisions will remain in full force and effect.

2.8 Governing law and jurisdiction. These Terms and any non-contractual obligations arising out of or in connection with them are governed by the laws of Finland, without giving effect to its conflict of laws rules. The courts of Helsinki, Finland shall have exclusive jurisdiction over any dispute arising out of or in connection with these Terms, save that Basware may bring proceedings to protect its intellectual property or confidential information in any court of competent jurisdiction. The application of the United Nations Convention on Contracts for the International Sale of Goods is excluded.

2.9 Contact. Questions about these Terms or the Awards program may be directed to community@basware.com