

# General Case Submission Form

Submitting Agency

Agency Case #

Date

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All laboratory services are governed by the attached Conditions of Sale and Additional Terms and Conditions

## Case Information

Case Type  New Case

Supplemental Testing for Existing Case

If supplemental, list SigSci case # LSS

Defendant(s) \_\_\_\_\_

Elimination(s) \_\_\_\_\_

Victim(s) \_\_\_\_\_

Offense \_\_\_\_\_

Turn-Around Time Requested  Standard

*60 calendar days from receipt of evidence or PO — rolled forward if ending on a weekend or holiday*

Rush Service

*(Subject to availability, additional charges apply:*

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 DAYS	15 DAYS	30 DAYS	45 DAYS
+100% Surcharge	+75% Surcharge	+50% Surcharge	+25% Surcharge

## Instructions

- 1 Complete this Case Submission Form.
- 2 Print the form and sign it to authorize the work.
- 3 Submit evidence (with the completed Case Submission Form inside) to:

**SigSci Forensics**  
8329 N. Mopac Expressway  
Austin, TX 78759

## Point of Contact (Will Receive Report)

Name

Agency

Address

Phone

Email

# General Case Submission Form

## Billing Information

Account Sale

Account # \_\_\_\_\_ PO # (If Required) \_\_\_\_\_

To obtain a credit account, contact LParke@signaturescience.com

Credit Card Sale

VISA

MasterCard

American Express

Name \_\_\_\_\_

Credit Card # \_\_\_\_\_

Expiration \_\_\_\_\_ Security Code \_\_\_\_\_

Email \_\_\_\_\_

Billing Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Comments \_\_\_\_\_

## Evidence Return

Return to Submitting Agency

Return to Other Agency

Agency \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Comments \_\_\_\_\_

Destroy Evidence

Other Disposition (Describe)

# General Case Submission Form

**Evidence Information**

**Is CODIS Entry Requested?** *If yes, provide case scenario:*  
 Yes       No

**Amplification Kit Needed?** *Additional directions for testing (if needed):*  
 GlobalFiler     24plex

Item #	Description of Item	Serology Screening Needed? (Blood or Semen)	DNA Testing Needed?	Permission to Consume Sample (If Necessary)
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
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		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Evidence Information**

I certify the information provided on this Case Submission Form is accurate to the best of my knowledge. I confirm that I authorize Signature Science to perform the above-requested work on the samples described on this form at the listed fees (plus tax, if applicable) and agree to the associated terms and conditions. Furthermore, I certify that I am a duly authorized representative of the Submitting Agency indicated above and have the authority to sign this on behalf of my agency and obligate it accordingly.

SIGNATURE \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

# Conditions of Sale

**ALL GOODS AND SERVICES ORDERS RECEIVED, AND ALL SALES OF GOODS AND SERVICES MADE, BY SIGNATURE SCIENCE, LLC (HEREINAFTER REFERRED TO AS "SIGNATURE SCIENCE") ARE EXPRESSLY CONDITIONED UPON THE FOLLOWING TERMS AND CONDITIONS ("CONDITIONS OF SALE"). ANY ADDITIONAL OR CONFLICTING TERMS, WHETHER OR NOT MATERIALLY DIFFERENT, SET FORTH IN ANY PURCHASE ORDER OR OTHER COMMUNICATION FROM BUYER ARE HEREBY OBJECTED TO AND REJECTED IN THEIR ENTIRETY, AND SHALL NOT BE BINDING UPON SIGNATURE SCIENCE UNLESS SPECIFICALLY ACCEPTED IN WRITING BY AN AUTHORIZED REPRESENTATIVE OF SIGNATURE SCIENCE.**

## I. SCOPE

Signature Science agrees to provide the goods and services ("Products") described in the quotation to which these Conditions of Sale are attached. Unless the parties agree to the contrary in writing, Signature Science's duties shall not be construed to exceed those specifically described.

## II. PURCHASE PRICE

Unless otherwise stated in writing by Signature Science, prices, terms of payment, and pricing policies applicable to all Products sold to Buyer will be those set forth in Signature Science's written quotation or, if Signature Science has not provided a quotation, in Signature Science's published price schedule in effect at the time of shipment. Signature Science's price schedule is subject to change without notice.

## III. DELIVERY, TITLE, AND RISK OF LOSS

A. Signature Science shall ship the Products to Buyer EX WORKS per ICC INCOTERMS 2020, unless otherwise stated in writing by Signature Science. Partial shipments shall be permitted.

B. Shipment dates quoted are approximate and are dependent upon (i) prompt receipt by Signature Science of all information necessary from Buyer to permit Signature Science to complete the order; (ii) Buyer's compliance with payment terms; and (iii) such evidence as Signature Science may reasonably require that any required export or import licenses or authorizations have been issued.

C. If any part of the Products cannot be shipped when ready due to any cause referred to in the "Excusable Delays" article hereunder, Signature Science may place such Products in storage. In such event, (i) Signature Science's shipment obligations shall be deemed fulfilled, and title and all risk of loss or damage shall transfer to Buyer; (ii) any accounts otherwise payable to Signature Science shall be payable upon presentation of Signature Science's invoice and certification as to such cause; and (iii) all expenses incurred by Signature Science for preparation for and placement in storage, handling, storage inspection, preservation, and insurance shall be payable by Buyer upon submission of Signature Science's invoice.

D. All Products shipped will be packaged according to Signature Science's standard specifications. Special packaging at the request of Buyer will be subject to additional charges.

## IV. INTELLECTUAL PROPERTY

A. Signature Science reserves all intellectual property rights with regard to Signature Science intellectual property and Products unless otherwise agreed to in a signed writing by both Signature Science and Buyer and in respect of which Signature Science has or can enforce any intellectual property rights.

B. Any course materials, including but not limited to training slides, handouts, textbooks, or other written documentation used in delivery of any training course ordered hereunder, and any in-person, virtual, or recorded training presentations (collectively the "Training Materials") provided to Buyer are copyrighted and may contain the proprietary information of Signature Science. Training Materials are to be used solely for purposes of participating in the training course ordered hereunder. Buyer may not reproduce, republish, display, perform,

distribute, modify, transmit, reuse, re-post, or use the content of the Training Materials to or for any third party or for public or commercial purposes without the express written permission of Signature Science. The trademarks, logos, and service marks (collectively the "Trademarks") displayed on the Training Materials are registered and unregistered Trademarks of Signature Science and other third parties that have authorized the use of such Trademarks. Nothing contained in the Training Materials should be construed as granting, by implication, estoppel, or otherwise, any license or right to use any Trademarks displayed without the written permission of Signature Science. Buyer's use of the Trademarks displayed on the Training Materials, except as provided in this article, is strictly prohibited.

## V. ANALYTICAL SAMPLE HANDLING

A. Prior to Signature Science's acceptance of any sample for analysis (or after any revocation of acceptance), the entire risk of loss or of damage to such sample remains with Buyer. Samples are accepted when receipt is acknowledged on chain of custody documentation. In no event will Signature Science have any responsibility for the action or inaction of any carrier shipping or delivered any sample to or from Signature Science premises.

B. Buyer represents and warrants that any sample delivered to Signature Science will be preceded or accompanied by complete written disclosure of the presence of any hazardous materials known or suspected by Buyer. Buyer further warrants that any sample containing hazardous materials that is to be delivered to Signature Science will be packaged, labeled, transported, and delivered properly and in accordance with applicable laws.

C. Disposal of samples containing hazardous materials is the responsibility of Buyer. If Buyer does not wish such samples returned, Signature Science may add storage and disposal fees to the final invoice. Maximum storage time for samples containing hazardous materials is 30 calendar days after completion of services, unless modified by applicable state or federal laws. Buyer shall give Signature Science written instructions concerning disposal of these samples.

D. Signature Science reserves the absolute right, exercisable at any time, to refuse to receive delivery of, refuse to accept, or revoke acceptance of any sample, which, in the sole judgment of Signature Science (i) is of unsuitable volume; (ii) may be or become unsuitable for or may pose a risk in handling, transport, or processing for any health, safety, environmental, or other reason, whether or not due to the presence in the sample of any hazardous materials, and whether or not such presence has been disclosed to Signature Science by Buyer; or (iii) if the condition of the sample makes the sample unsuitable for analysis.

## VI. EXPORT

A. All goods, technology, or software delivered by Signature Science may be exported from the United States only in accordance with United States regulations. Diversion, use, export, or re-export contrary to United States law is prohibited. In addition, Products may not be exported or re-exported to entities and persons that are ineligible under United States law to receive United States goods, technology and/or software.

B. As a service to Buyer, Signature Science may, upon Buyer's request and Signature Science's written agreement, arrange for export shipment on behalf of Buyer. Buyer shall pay Signature Science all fees and expenses for such shipment, including but not limited to, reasonable actual costs related to preparation of export documents, compliance with state and/or local tax filings and requirements relating to exports, export tracing, freight, storage and warehouse-to-warehouse transfers, and insurance, immediately upon demand by Signature Science. Signature Science will, with Buyer's cooperation, apply for any required United States export license. In performing such services, Signature Science will comply with any reasonable written

# Conditions of Sale

instructions of Buyer, or, in the absence thereof, shall act according to Signature Science's commercial judgment.

## VII. GOVERNMENT AUTHORIZATIONS

Buyer shall be responsible for the timely obtaining of any required government authorization to allow for shipment of the Products into Buyer's jurisdiction. Buyer and Signature Science shall provide reasonable assistance to each other in obtaining such authorizations as may be required.

## VIII. EXCUSABLE DELAYS

A. Signature Science shall not be liable for delays in delivery due to (i) causes beyond its reasonable control; (ii) natural disasters, acts of Buyer, acts of civil or military authority, governmental priorities, strikes or other labor disturbances, floods, epidemics, war, riots, delays in transportation, or shortages in availability of transportation or shipping services; or (iii) Signature Science's inability, due to a cause beyond Signature Science's reasonable control, to obtain the necessary governmental licenses or approvals, labor, materials, or manufacturing facilities. In the event of any such delay, the date of delivery shall be extended for a period equal to the time lost by the reason of the delay.

B. If a delay resulting from any of the foregoing causes extends for more than 60 calendar days, and the parties have not agreed otherwise, either party may terminate the order.

## IX. PAYMENT

A. Payment is due in full for all charges (i) at the time of shipment of goods; (ii) at the time of presentation of an invoice for services; or (iii) at the time of registration for training courses. Signature Science accepts Visa, MasterCard, and American Express as payment for all charges. Signature Science shall charge all amounts due against the credit card provided by Buyer. Signature Science may, at its sole discretion, obtain pre-approval of any amount up to and including the full price of a sale.

B. At Signature Science's sole discretion, and upon receipt of an acceptable application for credit terms, Buyer may be granted credit terms by Signature Science. Terms of sale are net 30 days from date of invoice, unless otherwise stated.

C. If Buyer is not registered to do business in the United States, Buyer shall pay Signature Science in U.S. Dollars upon presentation of each invoice. Unless otherwise agreed in writing by Signature Science, payment shall be made through (i) advance payment by credit card or (ii) a letter of credit to be established on terms reasonably acceptable to Signature Science no later than 15 calendar days after acceptance by Signature Science of Buyer's order, with such letter of credit to (a) be in favor of, and be reasonably acceptable in all material aspects to, Signature Science, (b) be irrevocable, and (c) be issued by a bank chartered to do business in the United States of America. All fees charged for any banking transaction necessitated to accommodate Buyer's order or terms of payment shall be paid by Buyer.

D. If Signature Science cannot make delivery as scheduled due to any cause referred to in the "Excusable Delays" article hereunder, any amounts otherwise payable to Signature Science upon delivery shall be payable to Signature Science upon readiness for delivery against submission of Signature Science's invoice and its certifications as to such cause. Pro-rata payments shall become due as partial shipments are made.

E. If, in the sole judgment of Signature Science, the financial condition of Buyer does not justify continuance of production or delivery on the terms of payment originally specified in the order, Signature Science, at its sole option, may require full or partial payment in advance.

F. In the event of bankruptcy or insolvency of Buyer, or in the event any proceeding is brought by or against Buyer under bankruptcy or insolvency laws, Signature Science shall be entitled to cancel any unfulfilled order or part thereof then pending.

## X. TAXES

A. Unless otherwise stated by Signature Science in writing, Signature Science's price does not include any applicable taxes, nor does it include any import duties of any kind. Consequentially, in addition to the prices specified, the amounts of any sales, use, or value-added taxes, duties, or fees applicable to the sale or transport or import of the Products sold hereunder shall be paid by Buyer, or in lieu thereof, Buyer shall provide a tax exemption certificate acceptable to the applicable taxing authority.

B. Any taxes, including, without limitation, transfer, income, stamp, and turnover taxes, duties, fees, charges, or assessment of any kind levied, asserted, due, or required to be withheld by any non- United States governmental authority in connection with this order, whether levied or asserted or against Buyer, against Signature Science or its employees, agents, subcontractors, and assigns, or otherwise, shall be for Buyer's account and shall be paid directly by Buyer to the governmental authority concerned. If Signature Science is required by law or otherwise to pay any such levy or pay any taxes, fines, penalties, or assessments hereunder, including but not limited to those arising as a result of Buyer's failure to comply with any applicable law or regulation, the amount of any payments made by Signature Science to the non-United States governmental authority is a legal obligation of Buyer and shall be paid by Buyer to Signature Science immediately upon submission of Signature Science's invoice to Buyer.

## XI. WARRANTY

A. Signature Science warrants that each Product to be delivered hereunder that was manufactured by Signature Science will conform to Signature Science's specifications and be free from material defects in workmanship, and that services shall be performed in a competent and diligent manner in accordance with reasonable and customary practices prevailing at the time and place where performed.

B. Recognizing that the nature of many samples is unknown, and that some may contain potentially hazardous materials, Signature Science warrants only that it will perform testing services, obtain findings, and prepare reports in accordance with generally accepted analytical laboratory principles or practices at the time of performance of services.

C. If, during the 90 calendar day period immediately following completion of performance, it is determined that there is a substantial and material error in Signature Science's performance as a result of reasonable and customary practices not having been met, Signature Science shall take such corrective action as may reasonably be necessary to substantially remedy the error.

D. The conditions of any inspection or test shall be mutually agreed upon, and Signature Science shall be notified of, and may be represented at, all inspections or tests that may be made of Products. If any failure to conform to the foregoing warranties appears within one (1) year from date of shipment (hereinafter referred to as "Liability Period"), Buyer shall promptly notify Signature Science thereof and make the affected Products available to Signature Science. Signature Science shall then, at its sole option, either correct the defect by making a repair or replacement of the product or issue an appropriate credit. The foregoing shall constitute Buyer's exclusive remedies for claims based on defects in or failure of Products whether the claim is in contract or tort (including negligence) and however instituted.

E. Where Products have limited life or may deteriorate through age or other factors such as improper storage, or where industry-accepted visual imperfections exist, such limited life, deterioration, or imperfection is explicitly agreed to not be a defect in material or workmanship or a failure to conform to specification as contemplated herein.

F. No defective Products will be returned until authorized in advance by issuance of a Return Materials Authorization number by

# SIGSCI FORENSICS

## Conditions of Sale

Signature Science. Returned Products must be packaged appropriately and intact in form when shipped to be accepted by Signature Science for replacement or credit.

**G. THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES (EXCLUDING THE WARRANTY OF TITLE), WHETHER WRITTEN, ORAL, IMPLIED, OR STATUTORY. NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR PURPOSE SHALL APPLY.**

### XII. LIMITATION OF LIABILITY

A. In no event, whether as a result of breach of contract, warranty, tort (including negligence), failure of a remedy to accomplish its purpose, or otherwise, shall Signature Science be liable for any incidental or consequential damages, including but not limited to, loss of profits or revenue, loss of use, damage to associated equipment, cost of substitute equipment or products, or claims of Buyer's customers.

B. The liability of Signature Science on any claim of any kind, whether based upon breach of contract, warranty, tort (including negligence), or otherwise, for any loss or damage arising out of or resulting from the transaction governed by these conditions, or from any product furnished hereunder, shall in no event exceed the total purchase price of the Product(s) that gave rise to the claim, and may, in the case of laboratory services, include that Signature Science re-perform the deficient work at its own expense.

C. All laboratory services results provided by Signature Science are strictly for the use of Buyer. Signature Science is not responsible for the use of such results by any other third party. All results shall be considered only in their entirety, and Signature Science is not responsible for the separation, detachment, or other use of any portion of the results for purposes other than those indicated on the quotation to which these Conditions of Sale are attached.

D. If Signature Science furnished Buyer with advice or other assistance concerning any product supplied hereunder or any equipment in which any such product may be installed, which advice is not explicitly required pursuant to the order or other written agreement between the parties, the furnishing of such advice or assistance shall not subject Signature Science to any liability, whether in contract, warranty, tort (including negligence), or otherwise.

E. All claims shall be deemed waived unless made in writing and received by Signature Science within 90 days of completion of services.

F. The invalidity in whole or part of any portion of this article shall not affect the remainder of the article.

### XIII. WAIVER

No waiver of any provision, term, or condition, nor of any obligation herein, shall constitute a waiver of any subsequent breach. No waiver shall be inferred by a party's conduct.

### XIV. CANCELLATION

A. Buyer may not cancel its order once the order has shipped or samples are received by Signature Science. All sales are final.

B. Buyer will be responsible for paying all costs associated with the preparation and production of unique goods prior to cancellation.

C. With respect to training courses or training events, any request by Buyer to cancel or reschedule a course must be made in writing. A request to reschedule a course may be treated by Signature Science as a request to cancel at Signature Science's sole discretion. A minimum of 21 calendar days' notice of cancellation prior to the first day of a course is required for a full refund. If cancellation takes place within 21 calendar days of the first day of a course, a cancellation charge of 50% of the total fee is payable. If cancellation takes place within 14 calendar days of the first day of a course, no refund will be made to Buyer, and any additional expenses incurred by Signature Science will also be billable to and payable by Buyer. Signature Science reserves the right to cancel any course or event within 10 business days of the first day of

a course. Buyer will be given the option to reschedule or receive a full refund.

### XV. GENERAL

A. These Conditions of Sale, any order relating hereto, and all agreements and dealings between the Buyer and the Signature Science shall in all respects be governed by the laws of the State of Texas. Buyer expressly acknowledges that the law of Texas bears the most substantial relationship to this Agreement and acknowledges the fairness of applying Texas law to the parties' dealings. The UN Convention for the International Sale of Goods shall not apply. Buyer hereby submits to the non-exclusive jurisdiction of the courts of Travis County, Texas, and acknowledges and stipulates that such venue is reasonable and is not burdensome on the Buyer in light of the circumstances of the transactions covered hereby.

B. Buyer shall not assign its order or any interest therein, or any rights hereunder, without written consent of Signature Science, and any purported assignment lacking such prior written consent shall be void.

C. If, due to special product features or specifications agreed between the parties, tooling and engineering charges are billed to Buyer separately on Signature Science's invoice, such billing or payment thereof does not grant or imply ownership of tools by Buyer. Tools shall remain the sole property of Signature Science.

D. All goods and/or services sold under these Conditions of Sale are solely for the benefit of the parties and their successors and permitted assigns, and these Conditions of Sale do not confer any rights or remedies on any other person or entity.

E. Any representation, warranty, course of dealing, or trade usage not contained or referenced herein shall not be binding on Signature Science. No change, modification, act of rescission, or waiver of these Conditions of Sale shall be binding upon Signature Science unless made in writing and signed on its behalf by an officer of Signature Science.

F. The invalidity or unenforceability, in whole or in part, of any provision, term or condition herein shall not invalidate the remainder of these Conditions of Sale.

**G. These Conditions of Sale form a binding legal contract between Signature Science and Buyer. This contract has been agreed only in the English language, which version shall be controlling regardless of whether any translation of this agreement has been prepared or exchanged. Buyer acknowledges and specifically represents to Signature Science that it has carefully reviewed these Conditions of Sale with the involvement and assistance of Buyer's officers, employees, advisors, and/or legal counsel fluent in the English language; that it has consulted with legal counsel competent to render advice with respect to transactions governed by the law applicable to this contract; and that it has no questions regarding the meaning of any of this contract's terms and that it has obtained high-quality translations of these Conditions of Sale for use by any of its team who are not fluent in the English language, with the understanding that Buyer alone shall bear the risk of any misunderstandings that may arise as a result of such translation. All correspondence and communications hereunder shall be in the English language.**

### XVI. ENTIRE AGREEMENT

These Conditions of Sale, inclusive of any supplement(s) hereto, constitute the entire agreement between the parties with respect to the matter contained herein, and supersede all prior oral or written representations, communications, and agreements between Signature Science and Buyer. No modification or waiver of any provision of these Conditions of Sale shall be binding on either party unless they are made in writing and executed by duly-authorized representatives of Buyer and Signature Science.

## Additional Terms and Conditions – Forensic Laboratory Services

This document sets forth the Additional Terms and Conditions under which Signature Science, LLC (hereinafter “Signature Science”), will provide forensic deoxyribonucleic acid (DNA) laboratory, consulting, litigation, and sample collection services related to Buyer. It is intended as a supplement to the Conditions of Sale document provided with this quotation. Where there is a conflict between these terms and the terms of the Conditions of Sale, the terms in this document shall prevail.

### SAMPLE DELIVERY ACCEPTANCE

“Sample Delivery Acceptance” is defined as the point in time at which Signature Science has (i) physically received and inspected the samples, (ii) received the Laboratory Submission Form (or such other written instructions as Signature Science may, at its sole discretion, accept) regarding the work to be done, (iii) resolved any discrepancies in the Chain of Custody submitted with samples, and (iv) made a determination that it can proceed with the requested work. Signature Science reserves the right to deny Sample Delivery Acceptance at its sole discretion for any sample for any reason. Rejected samples will be returned to Buyer at Buyer’s expense.

### SAMPLES

Buyers must provide, at Sample Delivery Acceptance, a completed Laboratory Submission Form and signed Chain of Custody with adequate instructions describing the type of analysis requested, and a complete written disclosure of the known or suspected presence of any hazardous substances. Signature Science may, at its sole discretion, refuse acceptance of samples if it is determined that the samples present a health risk, or that Signature Science is otherwise not authorized to accept them.

### RISK OF LOSS

Buyer shall be responsible, and Signature Science will not have any responsibility, for the action or inaction of any Buyer or carrier shipping or delivering any sample to or from Signature Science’s premises. Buyer is responsible for determining whether or not the sample that it is shipping contains a hazardous substance as defined by law, and for taking all actions necessary to ensure the sample it ships is packaged, labeled, transported and delivered properly and in accordance with all local, state and federal laws.

### ANALYTICAL METHODS

Where the services to be provided by Signature Science require the use of analytical methods, Signature Science will use those described in its standard operating procedures. Signature Science may deviate from these procedures where, in Signature Science’s opinion, it is necessary or appropriate, or where Buyer has directed Signature Science in writing to deviate from the procedures. Any deviations from the analytical methodologies set forth in the procedures will be made in accordance with recognized industry and accreditation standards. If Buyer has directed a deviation from Signature Science’s standard operating procedures, Buyer thereby releases and shall hold Signature Science harmless from any and all claims for damages or liability resulting from performance of work in accordance with the deviated procedures.

### SUBCONTRACTING

Signature Science reserves the right, at its sole discretion, to subcontract services ordered by Buyer to another laboratory, provided that Signature Science shall first provide written notification to Buyer prior to using a subcontract laboratory.

### THIRD-PARTY ADMINISTRATORS

Signature Science is not responsible for the action or inaction of third-party administrators through which consumers have purchased DNA services.

### PROGRESS REPORTS

Buyer shall not be entitled to progress reports of any type during performance of the work, unless such reports were included in the initially-quoted price. Notwithstanding the proceeding sentence, Signature Science will make every effort to notify Buyer in advance of any issues that will materially affect performance or report delivery.

### STOPPING WORK

Buyer may ask Signature Science to suspend all or a portion of the work to be performed. In this circumstance, Buyer will remain responsible for all work already performed. Any incomplete analysis will be billed on a prorated basis, as determined solely by Signature Science.

### DATA OWNERSHIP

Data or information generated by Signature Science for Buyer becomes Buyer’s property only upon full payment to Signature Science for all services provided by Signature Science. Signature Science retains exclusive ownership of any and all analytical methods, QA/QC protocols, and equipment developed by Signature Science for performance of work by Signature Science. Buyer agrees not to alter or misrepresent documents provided by Signature Science, including, but not limited to, invoices, Chain of Custody forms, and laboratory reports.

### SAMPLE DISPOSAL OR RETURN

Unused portions of samples shall be stored in accordance with Signature Science standard operating procedures. Samples and evidence from criminal forensic cases will be returned to Buyer under separate cover after administrative review of the case report.

### PROFESSIONAL STANDARDS

Signature Science will complete work in accordance with accepted industry practices and to accepted industry standards. Failure on the part of Signature Science to perform in accordance with industry standards will be corrected, provided such failure was a direct result of acts or omissions by Signature Science under Signature Science’s exclusive control.

### CONFIDENTIALITY

Signature Science will use all reasonable efforts to preserve Buyer confidentiality with regard to all information provided. Signature Science will utilize the information it receives from Buyer exclusively for the purpose of providing services to Buyer. Test results will be released via electronic mail, facsimile, or U.S. Mail only to the address or number documented on the Laboratory Submission Form, or to the address or number on file for sample collection companies or third-party administrators. Test results shall not be released to any other address or number without a lawful court order or written, notarized permission of the individual(s) who furnished the sample(s).

### INSURANCE

Signature Science shall maintain insurance in industry- customary limits for general liability and professional liability to protect against errors caused by, omissions, or negligent acts for which Signature Science is liable. This insurance shall be primary and non-contributory for Buyer only to the extent that claims made arise solely from errors

## Additional Terms and Conditions – Forensic Laboratory Services

caused by, omissions, or negligent acts for which Signature Science is liable.

### LIMITATION OF LIABILITY

In the event of a finding of liability by a court of competent jurisdiction on the part of Signature Science for damages incurred by Buyer, Buyer agrees, to the maximum extent permitted by law, to limit an award for damages to one hundred dollars (\$100.00) or to the fee charged to Buyer by Signature Science for the applicable services, whichever is greater. This remedy is exclusive and in lieu of any other remedies available in law or in equity. Indemnification, releases from liability, and limitations of liability shall apply, notwithstanding the fault, negligence, or strict liability of the party to be indemnified, released, or whose liability is limited, except to the extent that there is willful misconduct.

### CHALLENGE TO RESULTS

Buyer shall pay Signature Science for all services performed on their behalf and for all results utilized by Buyer or Buyer's customer, regardless of any allegation on the part of Buyer or Buyer's customer that the results issued by Signature Science did not conform with Signature Science's responsibilities as set forth in these Additional Terms and Conditions. In every instance, Signature Science shall be given the opportunity to defend its data directly with any person or entity challenging its results. Should Signature Science be prohibited or hindered from directly defending its data, all sums owed to Signature Science by Buyer shall be immediately due and payable, and no refund for sums paid by Buyer will be issued by Signature Science.

### RECORD RETENTION

Signature Science will retain records pertaining to the work performed for Buyer for a period of five (5) years (seven (7) years for samples

collected in the State of New York) following the issuance of the report. Should Buyer desire Signature Science to maintain the records in excess of five (5) years, Buyer must notify Signature Science in writing. Additional fees will apply.

### COMPENSATION FOR ADDITIONAL SERVICES

If Signature Science is required to participate in any legal discovery or court appearances beyond the scope of the initial quotation for services, or is subpoenaed as the result of any work performed for Buyer, Buyer agrees to compensate Signature Science for all time spent by Signature Science employees and officers on a labor-hour basis at Signature Science's then-current commercial rates. Buyer shall also reimburse Signature Science for any and all reasonable costs and fees which Signature Science may incur in connection with such activities, including reasonable fees of any attorneys that Signature Science may retain on its behalf in connection therewith. This paragraph shall not apply to the extent the matter inquired into was caused by or arose out of the negligence or willful misconduct of Signature Science. Buyer's agreement to directly pay or reimburse Signature Science for the aforementioned litigation services and costs shall remain in full effect for 10 years after cessation of services to Buyer.

### Compliance with Laws

Signature Science and Buyer agree to comply with all applicable laws, ordinances, codes, and regulations. Buyer shall indemnify and hold harmless Signature Science, its owners, employees, agents, and subcontractors from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, losses, liabilities, interest, attorneys' fees, costs, and expenses of whatsoever kind arising out of a failure to comply with any applicable laws, ordinances, codes, or regulations.