

1. General

SignSpace™ is a cloud based business platform for collaboration within and between organizations. SignSpace allows an organisation to share, refine, approve, sign and organise digital content in a secure way with its business partners and consumers.

SignSpace is released for pilot use in October 2017. The pilot version of the service demonstrates user experience for the business collaboration, electronic signatures, task management and document archiving. The pilot version has the most central components in place, but during the pilot phase SignSpace provides only capability for basic electronic signatures and the pilot version does not include all security features that are planned to be at place at the time when the commercial production use of the service will begin (scheduled to be early 2018).

SignSpace is provided by Suomen Tilaaavastuu Oy (“ST”), Business ID 2327327-1, Tarovsalmenkatu 17 B, 02600 Espoo, Finland.

These Terms of Use (“Terms”) shall govern ST’s provision of SignSpace service to a natural person who uses limited functionalities of SignSpace service based on an invitation by a business user having a paid subscription for SignSpace service.

2. Account registration

You must to be at least 16 years old in order to use SignSpace. You must provide your full name, person ID and your contact details at the registration. You may also provide additional information such as a picture to be used as your profile picture.

At the registration you must identify yourself by using Finnish bank IDs or other supported electronic identification means.

You may use SignSpace service only on the condition that you accept these Terms, Acceptable Use Policy and SignSpace privacy policy. If you don’t accept, you may not use the service.

3. Authorised use

You may use SignSpace free of charge when a licensed business user has invited you to participate in a discussion or sign a document, provided that you act in compliance with these Terms and Acceptable Use Policy.

You shall access the service using only supported internet browsers. You are responsible for your own communication network and other expenses arising from your use of the service.

When you are participating in a discussion with another user, the content you provide in the service may be visible to several other users. The business user who invited you may select who can participate in discussions with you and who can see the content/messages that are sent to you or send by you. Selected access level is shown in the service.

When invited to do so, you may execute electronic signatures for documents in the service. All electronic signatures created in the service are basic electronic signatures as set out in the EU eIDAS Regulation (No 910/2014).

In the signing process ST acts as a third-party witness who witnesses (i) how the natural person signing a document was identified and by whom, (ii) how and when the signing transaction was completed and (iii) that the signed document has not been tampered after signing. After electronic signing, the document will be sealed in the SignSpace signing backend by attaching to the document an electronic seal that can later be used to verify whether the document has been tampered.

If allowed by the business user who invited you, you may retain your discussions and signed documents on your personal SignSpace account as long as ST provides this service without charge, however, no longer than until 10 years have passed from the date when the document was signed in the service.

4. Processing of your personal data

No online environment or cloud service provides total data security nor can be completely secured against vulnerabilities. That is why we ask you not to use SignSpace for transmitting any sensitive personal data, including but not limited to information concerning your health.

ST is the controller of personal data that is stored in SignSpace user register and SignSpace signing event register. Descriptions of the registers and their Privacy Policy are available on the SignSpace web pages. ST processes all personal data stored in SignSpace user register and SignSpace signing event register in accordance with the applicable laws, terms of service and SignSpace Privacy Policy.

ST shall be liable for ensuring that the provided level of data security in the service complies with all applicable statutory requirements in Finland.

ST shall use in the provision of the service data center(s) that are located within the European Economic Area and that provide data security level that is appropriate for the service. During the piloting phase data center services are provided using ISO27001 certified services platform that is replicated in two physical data centers.

5. Limitation of liability

During the piloting phase ST provides this service to you strictly on “as is basis” and you are using the service at your own risk.

ST shall not be liable for any indirect damages arising from your use of the service. ST’s liability for any direct damages arising from your use of the service shall not exceed EUR 50, or the actual most recent monthly service fee that you have paid to ST, whichever is higher. This limitation of liability shall not limit your legal rights pursuant to applicable consumer protection laws or laws concerning processing of personal data.