MYTODO AFFILIATE AGREEMENT & COMMISSION TERMS

Effective Date: October 1, 2026

Last Updated: October 1, 2026

Version: 1.0

This MyTodo Affiliate Referral Agreement ("Agreement") is entered into between **NSASSA LLC**, operator of MyTodo ("MyTodo," "NSASSA," "we," "us," or "our"), and the individual or entity accepted by MyTodo as a referral Affiliate ("Affiliate," "you," or "your").

This Agreement establishes the terms under which a Affiliate may refer eligible businesses and other Village Marketplace Providers to MyTodo and receive referral commissions.

1. Affiliate Program

The MyTodo Affiliate Program allows approved Affiliates to introduce eligible businesses and other Providers to the MyTodo Village Marketplace.

Affiliates may receive referral commissions when qualifying Providers attributed to them become paying MyTodo Providers, subject to this Agreement.

Participation in the Affiliate Program does not guarantee commissions or any particular level of income.

2. Affiliate Registration

A prospective Affiliate must complete MyTodo's Affiliate registration process and provide accurate and current information.

MyTodo may approve or decline a Affiliate application where reasonably necessary to protect the program, users, Providers, or NSASSA LLC.

Affiliates must keep material registration, contact, payment, and tax information reasonably current.

3. Referral Code

After a Affiliate is approved, MyTodo may assign the Affiliate a unique referral code.

The Affiliate may provide this referral code to eligible prospective Providers.

The referral code is used to help MyTodo identify Providers referred by that Affiliate.

Affiliates may not sell, transfer, manipulate, duplicate, or misuse referral codes.

4. Qualifying Referral

A referral generally qualifies when:

- the Affiliate has been accepted into the Affiliate Program;
- an eligible Provider is introduced or referred by the Affiliate;
- the Provider registers using the Affiliate's referral code or the referral is otherwise verified by MyTodo;
- the Provider is accepted into the applicable MyTodo program;
- the Provider becomes a paying Provider; and
- NSASSA LLC actually receives a qualifying payment from that Provider.

Registration by itself does not create a commission.

A Provider participating only in a free period does not generate a commission until MyTodo actually receives the Provider's first qualifying payment.

5. Existing Providers

Unless MyTodo expressly approves otherwise, a Provider that was already registered with or participating in MyTodo before being referred by a Affiliate will not qualify as a new Affiliate referral.

Affiliates should encourage prospective Providers to use the Affiliate's referral code when first registering.

6. Duplicate Referral Claims

Only one Affiliate may normally receive referral commission for a particular Provider.

If more than one Affiliate claims the same Provider, MyTodo may review relevant records, including referral-code usage, registration records, dates, and other reasonably reliable information to determine attribution.

MyTodo will make a good-faith determination based on available records.

Affiliates may not attempt to obtain credit for Providers they did not actually refer.

7. Affiliate Commission

Subject to this Agreement, an eligible Affiliate earns a commission equal to **twenty percent (20%) of qualifying payments actually received by NSASSA LLC from an eligible Provider attributed to that Affiliate during the applicable commission period.**

Commission is calculated only on qualifying revenue actually received by NSASSA LLC.

No commission is earned on a payment that MyTodo does not receive.

In the event of a chargeback or refund, the next commission payment will include a deduction for the lost revenue resulting from the chargeback or refund.

8. Start of the Commission Period

The twelve-month commission period for each referred Provider begins on the date NSASSA LLC receives that Provider's **first qualifying paid payment**.

The commission period does not begin when:

- the Affiliate first contacts the Provider;
- the referral code is issued;
- the Provider registers;
- the Provider creates a Marketplace profile; or
- the Provider participates in a free promotional period.

This means that if MyTodo provides a Provider with a free period, the Affiliate does not lose part of the twelve-month commission period while the Provider is participating for free.

9. Twelve-Month Commission Period

The Affiliate may earn the applicable 20% commission on qualifying payments received from the referred Provider during the twelve (12) months beginning with the Provider's first qualifying paid payment.

Each referred Provider has its own twelve-month commission period.

The expiration of one Provider's commission period does not affect commission periods associated with other eligible Providers referred by the Affiliate.

Unless MyTodo expressly agrees otherwise in writing, the commission for a particular Provider ends when that Provider's twelve-month commission period expires.

10. Qualifying Payments

Qualifying payments generally consist of subscription or participation fees actually received by NSASSA LLC from an eligible referred Provider for participation in MyTodo or the Village Marketplace, as designated by MyTodo.

Unless MyTodo expressly determines otherwise, commissions are not earned on:

- free subscriptions or promotional periods;
- refunds;
- reversed payments;
- chargebacks;
- fraudulent payments;
- payments that fail or are never collected;
- taxes collected on behalf of governmental authorities;
- credits or complimentary services; or
- amounts that are not designated as qualifying Affiliate-program revenue.

If a commission has already been paid on an amount that is subsequently refunded, reversed, or charged back, MyTodo may deduct the corresponding commission from a future Affiliate payment where permitted by law.

11. Affiliate Agreement Term and Renewal

This Agreement begins when accepted by the Affiliate and approved by MyTodo.

Unless terminated under this Agreement, the Affiliate relationship may renew for additional one-year periods.

Renewal of this Agreement does not restart or extend the twelve-month commission period for an existing referred Provider.

A new eligible Provider referred during a renewal term receives its own twelve-month commission period beginning when MyTodo receives that Provider's first qualifying payment.

12. Commission Payments

NSASSA LLC may pay earned Affiliate commissions periodically according to the Affiliate Program's payment schedule.

MyTodo may initially make payments manually.

Supported payment methods may include:

- bank or ACH transfer;
- Zelle;
- Cash App
- PayPal; or
- another payment method made available by NSASSA LLC.

Available payment methods may change.

The Affiliate is responsible for providing accurate payment information and maintaining an account capable of receiving payment.

MyTodo may establish a reasonable minimum payout amount or carry small balances forward to a later payment period, provided the Affiliate is informed of the applicable payment procedure.

13. Payment Records

MyTodo may maintain records showing:

- Affiliate identity;
- Affiliate referral code;
- referred Provider;

- Provider's first qualifying payment date;
- qualifying Provider payments;
- applicable commission;
- commission period;
- amount paid to Affiliate;
- payment date; and
- payment status.

Affiliates should review their payment information and promptly report suspected errors.

14. Taxes and Tax Documentation

Affiliates are responsible for their own federal, state, local, and other taxes arising from Affiliate commissions.

Before making payments, NSASSA LLC may require a Affiliate to provide properly completed tax documentation, including **Form W-9 for applicable U.S. persons**, or other documentation required by law.

NSASSA LLC may issue and file applicable tax information returns, including Form 1099-NEC where applicable, when required by law.

NSASSA LLC may also withhold amounts when withholding is required by applicable law.

Affiliates are responsible for providing accurate legal name, address, taxpayer information, and other information reasonably necessary for required tax reporting.

Nothing in this Agreement constitutes personal tax advice to a Affiliate.

15. Independent Relationship

The Affiliate is an independent participant in the MyTodo Affiliate Program.

Nothing in this Agreement creates an:

- employer-employee relationship;
- employment contract;
- agency relationship;
- franchise;
- joint venture; or
- legal partnership between NSASSA LLC and the Affiliate.

The term “Affiliate” is used to describe participation in the MyTodo referral program and does not create a legal partnership.

Affiliates are not entitled to employee wages, benefits, insurance, paid leave, retirement benefits, unemployment benefits, workers' compensation, or other employee benefits from NSASSA LLC solely because of participation in the Affiliate Program.

16. No Authority to Bind MyTodo

A Affiliate may introduce prospective Providers to MyTodo but may not enter into contracts or make commitments on behalf of NSASSA LLC.

Affiliates may not:

- sign agreements on behalf of MyTodo;
- guarantee acceptance into MyTodo;
- guarantee business results;
- negotiate MyTodo's contractual obligations without authorization;
- collect money on behalf of MyTodo unless expressly authorized;
- represent themselves as employees of MyTodo; or
- make promises that MyTodo has not authorized.

17. Accurate Representations

Affiliates must describe MyTodo and the Affiliate Program accurately.

Affiliates may not make false, deceptive, or materially misleading statements about:

- MyTodo;
- NSASSA LLC;
- Village Marketplace;
- pricing;
- free promotional periods;
- features;
- commissions;
- Provider eligibility;
- expected business results; or
- the Affiliate's relationship with MyTodo.

Affiliates should use current information provided or approved by MyTodo when describing the service.

18. Marketing and Referral Conduct

Affiliates may promote MyTodo through lawful and appropriate methods.

Affiliates may not engage in:

- spam;
- deceptive advertising;
- harassment;
- impersonation;
- false testimonials;
- misleading income claims;
- unauthorized use of another person's information;
- fraudulent referrals;
- automated or artificial registrations;
- manipulation of referral tracking; or
- other unlawful or abusive marketing practices.

19. MyTodo Name and Branding

MyTodo may permit Affiliates to use certain names, logos, links, or marketing materials solely for authorized participation in the Affiliate Program.

Any permitted use remains subject to MyTodo's intellectual-property rights and branding requirements.

A Affiliate may not register domains, business names, social-media identities, trademarks, or other identifiers that falsely imply ownership of or official control over MyTodo or NSASSA LLC.

Permission to use MyTodo branding ends when the Affiliate relationship ends unless otherwise authorized.

20. Confidential and Private Information

Affiliates may receive information necessary to participate in the Affiliate Program.

Affiliates must not misuse confidential, private, or nonpublic information belonging to MyTodo, Providers, or users.

Participation in the Affiliate Program does not authorize a Affiliate to access private MyTodo user information.

Affiliates must comply with applicable privacy and data-protection requirements when collecting information independently.

21. Provider Independence

Providers referred through the Affiliate Program remain independent Marketplace Providers.

A Affiliate does not control MyTodo's decision to accept, suspend, or remove a Provider.

Likewise, MyTodo does not guarantee that a referred Provider will remain subscribed or continue making payments throughout the twelve-month commission period.

If a Provider stops making qualifying payments, Affiliate commissions associated with those payments also stop.

22. Suspension of Affiliate Account

MyTodo may temporarily suspend a Affiliate's participation while investigating suspected:

- fraud;
- referral manipulation;
- material violation of this Agreement;
- unlawful activity;
- misuse of MyTodo branding;
- payment or tax-information problems; or
- conduct presenting a material risk to MyTodo, users, or Providers.

During an investigation, MyTodo may temporarily hold disputed commissions where reasonably necessary and permitted by law.

23. Termination

Either NSASSA LLC or the Affiliate may terminate this Agreement according to the procedures made available by MyTodo.

MyTodo may terminate a Affiliate's participation for material violations of this Agreement, fraud, abusive conduct, unlawful conduct, or other grounds permitted by applicable law.

The treatment of commissions earned before termination will depend on the reason for termination and applicable law.

Unless forfeiture is permitted by this Agreement and applicable law because of fraud or other serious misconduct, termination does not automatically eliminate commissions that were already validly earned and payable before the effective termination date.

No new referrals qualify after the effective date of termination unless MyTodo expressly agrees otherwise.

24. Fraudulent or Invalid Commissions

MyTodo is not required to pay commissions generated through fraud, manipulation, false registrations, self-dealing intended to improperly obtain commission, unauthorized referral-code use, or other material abuse of the Affiliate Program.

MyTodo may correct commission calculations and recover or offset amounts previously paid as a result of documented error or fraud, to the extent permitted by law.

25. No Guarantee of Earnings

MyTodo does not guarantee that a Affiliate will refer any Providers or earn any particular amount.

Affiliate earnings depend on qualifying referrals, Provider participation, actual payments received by MyTodo, and compliance with this Agreement.

Any examples of potential commissions are illustrations only and are not promises of future income.

26. Program Changes

NSASSA LLC may modify the Affiliate Program prospectively, including its procedures, qualifying services, payment schedule, or commission structure.

Material changes affecting existing Affiliate rights or obligations will be communicated as required by applicable law and this Agreement.

Unless otherwise agreed, changes to the commission rate should apply prospectively and should not retroactively reduce commissions already earned before the effective date of the change.

Any additional protections applicable to existing qualifying referrals should be stated in the notice announcing the change.

27. Records and Audit of Referral Disputes

If a Affiliate reasonably disputes a referral attribution or commission calculation, the Affiliate may contact MyTodo and provide information supporting the claim.

MyTodo may review its records and other reasonably reliable evidence to resolve the dispute.

Affiliates should raise payment or referral disputes within a reasonable period after discovering the issue.

28. Compliance With Law

Affiliates are responsible for complying with federal, state, and local laws applicable to their referral, marketing, business, and tax activities.

Affiliates may not use the Affiliate Program to facilitate unlawful activity.

29. Limitation of MyTodo's Responsibility

To the extent permitted by applicable law, NSASSA LLC is not responsible for:

- a Provider's decision not to join MyTodo;
- a Provider's decision to cancel;
- a Provider's failure to make payment;
- disputes between a Affiliate and a referred Provider unrelated to MyTodo's obligations;
- interruptions caused by third-party payment services;
- inaccurate payment information supplied by the Affiliate; or
- expected commissions that never become qualifying commissions.

Nothing in this Agreement excludes liability that cannot legally be excluded.

30. Relationship to Other MyTodo Agreements

If the Affiliate also uses MyTodo as an individual user, Business, Professional Advisor, Associate, or other participant, the Affiliate remains subject to the agreements and policies applicable to those activities.

This Affiliate Agreement governs participation specifically in the MyTodo Affiliate Program.

31. Governing Law

This Agreement is governed by the laws of the State of Washington, without regard to conflict-of-law principles, except where applicable law requires otherwise.

Nothing in this Agreement is intended to eliminate rights or protections that cannot legally be waived.

Jurisdiction and venue for any disputes shall rest in Snohomish County, Washington.

32. Changes to This Agreement

MyTodo may update this Agreement from time to time.

Material changes affecting Affiliate rights or obligations will be communicated as required by applicable law.

Where affirmative acceptance is legally or contractually required, MyTodo will request it.

33. Electronic Communications and Acceptance

The Affiliate agrees that Affiliate-program notices, payment information, agreement updates, and other program communications may be provided electronically where permitted by law.

This Agreement may be accepted electronically.

Electronic acceptance may have the same effect as a physical signature to the extent permitted by applicable law.

MyTodo may maintain records showing the version accepted and the date of acceptance.

34. Entire Agreement

This Agreement, together with any applicable MyTodo policies expressly incorporated into it, constitutes the agreement between NSASSA LLC and the Affiliate regarding participation in the MyTodo Affiliate Program.

35. Contact Information

NSASSA LLC

MyTodo Affiliate Program

Contact Email: services@nsassa.com

Phone: 425-274-5253

Company Website: nsassa.com

MyTodo Website: mytodo.nsassa.com

AFFILIATE ACCEPTANCE

Affiliate Name: _____

Business Name (if applicable): _____

Email: _____

Referral Code: _____

Preferred Payment Method: _____

Date: _____

Signature (if physical signature is used):

Electronic acceptance through MyTodo may be used instead of a physical signature where permitted.