



MOBILE BUSINESS APPLICATION – SHOEBOXED

INFORMATION ABOUT THE SERVICE

Your plan is for a Shoeboxed licence which is available through Telstra Apps Marketplace.

Shoeboxed is an expense management app that allows people to turn their paper receipts into usable data for tax and expense reporting.

You can choose from the following plans:

- Shoeboxed Lite
- Shoeboxed Classic
- Shoeboxed Business
- Shoeboxed Executive.

Telstra Apps Marketplace

The Telstra Apps Marketplace is a web-based marketplace that enables you to purchase and manage various software applications that we make available from time to time.

You need an internet connection to access Telstra Apps Marketplace. To start using the Telstra Apps Marketplace, visit the marketplace and create an account for your organisation.

You may need to meet minimum system requirements to use certain applications available on the marketplace, which will be set out on marketplace.telstra.com and Our Customer Terms.

You're responsible for ensuring that you meet these requirements.

Compatible Browsers and Devices

To be able to use Shoeboxed you will need to:

- have access to an internet connection; and
- use a compatible browser and/or a compatible device; and
- download the Shoeboxed app, if using a compatible device.

As at February 2015 compatible browsers are:

- Google Chrome 5.0
- Firefox 30+
- Safari 3.0
- Internet Explorer 11 onwards.

Compatible devices are:

- Apple iOS 5.0 onwards
- Android OS 2.2 onwards.

You can view the current list of compatible devices and browsers on telstra.com

Minimum term

You may opt for either casual month-to-month or 12 Months (Paid upfront) for all the Shoeboxed plans. If you take up a month-to-month plan, your plan will continue until cancelled. If you take up a 12 month plan, at the end of your plan term your plan will be automatically renewed for a further 12 months.

What's included

Depending on which plan you choose, your Shoeboxed licence includes the features listed in the table below:

Plans	Shoeboxed Lite	Shoeboxed Classic	Shoeboxed Business	Shoeboxed Executive
No of submissions per month	70	200	600	1,250
Types of submissions	Electronic			
Number of users	1	3	5	50

INFORMATION ABOUT PRICING

Your minimum charge

Plan	Month-to-month subscription (incl. GST) payable per month	12 Months (incl. GST) payable annually upfront
Shoeboxed Lite	\$16.95	\$169
Shoeboxed Classic	\$49.95	\$499
Shoeboxed Business	\$129.95	\$1,299
Shoeboxed Executive	\$249.95	\$2,499
Extra submissions processing fee	50¢/doc	

Data charges may apply to download and use the Shoeboxed app.

Total minimum plan cost

If you take up a 12 month plan the minimum amount you'll pay over your licence term for one Shoeboxed licence is set out in the table below.

Plan	Minimum plan cost for 12 Months (inc. GST)
Shoeboxed Lite	\$169
Shoeboxed Classic	\$499
Shoeboxed Business	\$1,299
Shoeboxed Executive	\$2,499

Early Termination Charge

There's no Early Termination Charge, however, if you take up a 12 month plan unused months will not be refunded if you cancel or change your plan within the 12 month subscription period.

You need to give us 30 days notice to cancel your subscription but you can downgrade at anytime.

OTHER INFORMATION

Manage your service online

You can manage your applications online at marketplace.telstra.com

Billing

The pricing in this Critical Information Summary is for a full billing cycle but your first bill may include pro rata charges for part of the month if you started or changed your plan part way through a billing period – refer to the 'Important information about your first bill' section below for more information.

Important information about your first bill

When you first start a plan or change your plan part way through a billing period, your first bill will include your minimum monthly charge in advance. It will also include a proportion of your minimum monthly charge based on the number of days left in the billing period.

To opt into receiving paperless billing, visit telstra.com/emailbill to request an email bill and/or set up direct debit. For more information on other bill payment options, go to telstra.com/billpay

We're here to help

If you have questions about your bill, technical support service or connection, please call us on 13 2000 or 1800 808 981 (TTY).

Complaints or disputes

If you need to make a complaint you can:

- call 13 2000 and say "complaint"
- call your Account Representative if you have one
- visit telstra.com/business/complaints

Further investigation

If we can't resolve your complaint to your satisfaction, you can contact the Telecommunications Industry Ombudsman by phone on 1800 062 058. For full contact information go online at tio.com.au/about-us/contact-us.

This is a summary only – the full legal terms for this plan are contained in your agreement with Telstra, including Our Customer Terms which is available at telstra.com.au/customer-terms