



My Junna, LLC
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Statement of Work and Fee Schedule

Version 2.0
April 11, 2025

The Statement of Work is entered into as the effective date by and between My Junna, LLC, as an Ohio Limited Liability Company (My Junna), and "Client". Client acknowledges and agrees it will abide by this agreement. As Junna Care provides updates the current version may change and shall be incorporated herein.

1. **Services:** My Junna shall provide the following product features and services to support the Client's authorized and licensed use of the Application. The Statement of Work includes the following.
 - a. **Home Page "Dashboard":** To include daily, weekly and monthly hours worked, number of clients, number of tasks and overdue tasks.
 - b. **Client Page:** To include clients, case notes, map view, face sheet, problems list, medications, care providers, family members, expenses, and mileage. Includes assessment area and communication area.
 - c. **Partner Page:** To include list of partners, ability to add and delete partners, give star ratings, link to partners website, link to phone number, track main contact's information. Preferred partners who pay a subscription will be differentiated in color and will already be set in the system. Client will not be able to remove the preferred partners, but Client will have the ability to change the star rating.
 - d. **Facilities Page:** Ability to add any facility and give ratings to facilities. Includes key search words.
 - e. **Calendar Page:** Basic calendar with tasks and appointments setting, including automatic sync to Google Calendar.
 - f. **Task Page:** To include tasks that are up and coming, working on, overdue and completed. Ability for admin to assign tasks to other users.
 - g. **Files Page:** Ability to create folders and add files as well as receive file uploads from external clients.
 - h. **Invoices Page:** Ability to view and create invoices as well as sync invoices with QuickBooks.
 - i. **Time:** Ability to run report for payroll purposes or track employee time.
 - j. **Customized Forms:** For an added fee, My Junna will create Client form for use withing the system.
 - k. **Settings:** Create accounts, user management, rates, invoice and company settings.
 - l. **Analytics:** For additional fee standard analytics includes reporting on: Revenue by client, revenue by rate, total revenue, revenue by user, revenue by user over time, number of active clients, number of active clients year over year, active and archived clients by category, clients per user, payroll reporting by user, revenue by user, rate by user, user reimbursement by rate, user hours by rate.
2. **Support Services:** My Junna shall provide client with support services for My Junna software which will include: standard help desk requests sent to support@myjunna.com. Responses are guaranteed within 2 business days and My Junna shall take prompt action to commence repairs or fixes that may take longer than two business days.
3. **Customization:** Requests for customization are billed out at \$125 an hour.

Estimates will be provided and approved by client before any custom work is done.

4. **Fees and Payment Terms:**

- A. Client agrees to pay Junna according to the duration of the contract period chosen during company sign-up (one-, two-, or three-year term). Client will be invoiced each month on the first of the month for the previous month's usage.
- B. Clients with 10 or more users may opt to pay annually based on anticipated usage. If actual usage exceeds the anticipated amount in any given month, the difference in pricing tier will be automatically charged on the first day of the following month. Please note that the yearly discount does not apply to the pricing difference monthly charges.
- C. Unless 30-day written notice is given by Client, My Junna contract will auto renew yearly - following the initial contract period. (ex. A 3-year contract is chosen, at the end of the 3 years contract will auto-renew yearly until written notice of cancelation is received as noted in **Section 6** below.)
- D. No services will be delivered to Client when any payment by Client is in default. Client will be responsible for all taxes, fees and other charges that may be assessed against Client in connection with payment of fees to Junna for services provided to Client hereunder.
- E. In the event additional labor and/or services are performed by Junna and/or its subcontractors, My Junna will charge for its time at its then – currently hourly rate for such services.
- F. Any ongoing services, training, or customized development initiated prior to termination shall be completed and billed in full, even if the Agreement is terminated before completion.

5. **Data Extraction:** Upon termination of the License Agreement, the client will be given an opportunity to extract data. Due to the customized nature of the Services, including proprietary data structuring, API integrations, and platform configurations, transitioning away from the Services may require significant effort. Upon request and subject to additional fees, Company may offer transition assistance, but in no event shall Company be required to provide full data migration in a format outside of standard client facing export functionalities.

6. **Cancellation:** If the Client would like to cancel, they will be responsible to pay the remainder of their contract. The remaining amount will be debited upon cancelation date.

<i>Item description</i>	Cost
“Set-up Fee”	Standard system Set up - \$299 due upon signing of agreement
“Import Fee”	<p>Each company will be allowed 2 import rounds: an initial import and final import.</p> <p>Client Imports – No charge up to 100 clients. After the first 100 clients – cost is \$1 per client.</p> <p><i>Client imports include:</i></p> <ul style="list-style-type: none"> • Last three years of case notes • Client Name • Date of birth • Client mobile and home phone numbers • Allergies • Address • Important client notes • General notes • Billing person • Billing email and/or billing address • SSN • Emergency contact: first name, last name, phone number • Referral Source • Medications • Diagnoses <p>Partner Imports – No charge up to 200 companies. After the first 200 companies– cost is \$1 per company.</p> <p><i>Partner imports include:</i></p> <ul style="list-style-type: none"> • Category (Example: physicians, attorney) • Company • Associated Contacts within the company <p>Care Plan Imports - My Junna can import care plan templates purchased separately from www.lcmexpert.com for a one-time cost of \$69</p>

<p>“Usage Fee”</p>	<p>\$99 for the first user/admin per month \$69 every user after the first user/admin per month \$20 for bookkeepers per month</p> <p><i>Tiered pricing for 10+ users as follows:</i> 10 – 15 users \$690 per month 16 – 20 users \$890 per month 21 – 30 users \$1290 per month 31 – 40 users \$1790 per month 41 – 50 users \$2,290 per month Additional 9 users: +\$500</p> <p>*There is no charge to add relatives. Over 10 users can opt for 10% discount to pay yearly. Rate will be locked in for duration of initial term.</p>
<p>“Forms Fee”</p>	<p>Single users receive 3 free custom forms 2-9 users receive 5 free custom forms 10+ users receive 8 free custom forms</p> <p>Additional custom forms can purchased for \$100/year.</p> <p>You will have 30 days to make changes once your form has been completed at no additional charge. Any changes after 30 days will be a fee of \$10/page.</p>
<p>“Training”</p>	<p>Personalized company set-up and unlimited training is included for the for the first 6 months from sign-up date. Unlimited support is provided for life of the contract is included for no additional fee.</p>
<p>“Invoicing”</p>	<p>Integration with QuickBooks Online and sending invoices/receiving payments through My Junna is no additional charge. Integration with QuickBooks Desktop is not recommended. May export invoices with limited functionality and 3rd party application is required (Saasant). Support is not provided for QuickBooks Desktop invoicing.</p>

“Analytics” *Optional	Analytics is an additional fee billed on a yearly basis. Standard dashboard is \$999 for the first user/per year and \$299 each additional user. Reports may be added or customized for a one-time fee based on complexity. <i>*Bonus*</i> Companies with 16+ users receive 3 free custom reports for one user and 1 additional custom report for each additional user with access to analytics.
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Client name and Title :

Shanna Huber, My Junna

Client Signature Date

Shanna Huber Signature Date