VeraFix™ Criteria Watch

SUBSCRIPTION ORDER FORM

CHANGES TO FEDERAL DESIGN CRITERIA, REQUIREMENTS, POLICIES AND PROCEDURES

Order number (CW-YYYY-NNN) | Date issued | Offer valid until | Firm's PO or reference (optional)

1. Your firm

Firm legal name

Contact name and title

Billing address

Billing email for invoices and phone

2. Who receives the issues (up to five named people at your firm)

Recipient 1: name and email

Recipient 2: name and email

Recipient 3: name and email

Recipient 4: name and email

Recipient 5: name and email

Changes to this list: send us an email.
Issues are licensed to the people named here (term 5).

3. Your subscription

Billing cadence (select one)

☐ Annual ☐ Monthly

Price: $1,200 per year if billed annually; $120 per month if billed monthly. US dollars.

Payment: we invoice at the start of each billing period; payment is due 30 days from the invoice date (net 30) by ACH, card or check. Invoices are sent each period until the subscription ends or is cancelled.

4. Short terms

1. **What this is.** VeraFix™ Criteria Watch is a twice-monthly summary of changes to the federal design criteria, requirements, policies and procedures found in the public sources listed on the Criteria Watch coverage page, reviewed by a practitioner. It is information only. It is not legal, contracting or engineering advice, and it does not decide what applies to your project. The source document governs.
2. **No warranty that every change is caught.** We watch the listed sources, which may change. We do not warrant that every change is found, reported or complete. Check the source before you rely on any item. We publish corrections in the next issue.
3. **Term and renewal.** The subscription starts on the date Polaris countersigns this form. If billed annually, it runs 12 months and then renews for another 12 months at the price then in effect, unless either party gives notice of non-renewal at least 30 days before the term ends; we will tell you the renewal price before it renews. If billed monthly, it runs month to month, and either party may end it at any time by email, effective at the end of the period already paid.
4. **Cancellation and refunds.** You may cancel by email at any time. Cancellation takes effect at the end of the period already paid, with no partial refund for a voluntary cancellation. If we discontinue the service, we refund the unused part of the period you paid for.
5. **Recipients and use.** Each issue is licensed to the people named in section 2, up to five, for their own use in the firm's work. Please do not forward, copy, post, resell or otherwise distribute an issue to anyone else, inside or outside your firm. If a recipient leaves the firm, send us an email and we will replace that person at no charge. If you need more than five recipients, contact us. A recipient who unsubscribes stops receiving the issue; the subscription continues.
6. **Late or skipped issues.** An issue up to seven days late says so at the top. If an issue is skipped, the next one covers a longer period, and we extend an annual term by one issue cycle or credit a monthly subscriber half a month.
7. **Non-payment.** If an invoice is 30 days past due, we may pause delivery until it is paid, and we may end the subscription if it remains unpaid 60 days past due. If you pay before the subscription ends, delivery resumes.
8. **Independence.** VeraFix™ Criteria Watch is not affiliated with and is not endorsed by the Department of Defense, USACE, NAVFAC, AFCEC, the Department of Veterans Affairs, the National Park Service or the National Institute of Building Sciences.
9. **Limit of liability.** Our total liability for this order is limited to the fees you paid in the 12 months before the claim, and neither party is liable for indirect or consequential losses.
10. **Your information; this order.** We use names and work email addresses only to deliver the issues, never sell or share them, and delete them on request. This form, once signed by both parties, is the whole agreement for this order and is governed by the laws of the State of North Carolina.

5. Signatures

For the firm

Name and title

Signature (sign on the line) | Date

For VeraFix™ Criteria Watch

Name and title

Signature (sign on the line) | Date