

# WELCOME LETTER

Recipient Name: \_\_\_\_\_

Recipient Address: \_\_\_\_\_

**Dear Valued Customer,**

We are pleased to welcome you to our company. This letter outlines the terms and conditions under which our relationship will proceed, ensuring clarity, mutual respect, and adherence to all applicable laws in Canada.

## **1. Agreement to Terms and Conditions**

By accepting this Welcome Letter, you agree to comply with all the terms and conditions set forth herein and any applicable policies, guidelines, and legal requirements. This agreement forms a binding contract enforceable under Canadian law.

## **2. Confidentiality**

Both parties agree to keep all shared information confidential, disclosing it only to authorized representatives or as required by law. This obligation continues beyond the termination of this agreement.

## **3. Compliance with Laws**

You agree to comply with all applicable federal, provincial, and municipal laws and regulations in Canada. Our company commits to operating in full accordance with these laws.

## **4. Code of Conduct**

We expect all customers to maintain respectful and lawful conduct in all interactions. Harassment, discrimination, or any illegal activities will not be tolerated and may result in termination of services.

## **5. Privacy and Data Protection**

Personal information provided will be handled according to our Privacy Policy and in compliance with the Personal Information Protection and Electronic Documents Act (PIPEDA). You consent to the collection, use, and disclosure of your information as described therein.

## **6. Limitation of Liability**

To the fullest extent permitted by law, our company shall not be liable for any indirect, incidental, special, or consequential damages arising from the use of our products or services.

## **7. Termination**

Either party may terminate this agreement upon written notice if the other party breaches any terms herein and fails to remedy such breach within a reasonable period.

**8. Governing Law and Jurisdiction**

This agreement shall be governed by and construed in accordance with the laws of Canada and the applicable province. Any disputes arising hereunder shall be subject to the exclusive jurisdiction of the courts located within the relevant province.

**9. Entire Agreement**

This Welcome Letter constitutes the entire understanding between the parties with respect to the subject matter herein and supersedes all prior agreements, understandings, or representations.

**10. Acceptance and Signature**

By signing below, you acknowledge that you have read, understood, and agree to the terms and conditions set forth in this Welcome Letter.

**CUSTOMER SIGNATURE**

**AUTHORIZED COMPANY REPRESENTATIVE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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