



Beta Testing Agreement – Legacy & Legacy Portal

(Roles & Responsibilities)

Document Owner: Chief Technology Officer, CTT Group

Version: 1.1 Draft

Date: 13 August 2025

Thank you for agreeing to help us by beta testing our software. Beta testers play a vital role in improving our products before they are released to all customers. This document explains what you can expect from us – and what we ask of you in return.

Our Responsibilities

We will:

Provide you with early access to new versions of our software before the general release.

Tell you what's new – including any major changes, new features, and known issues.

Support you as best we can, but please note that beta versions may have bugs or incomplete features.

Listen to your feedback and consider it carefully when planning improvements.

Keep your feedback confidential and use it only for improving the product.

Your Responsibilities

You agree to:

Use the beta software in a real-world setting, understanding that it may be less stable than normal releases.

Report any issues or bugs promptly, with as much detail as possible (screenshots, steps to reproduce, etc.).

Use the software for *test* clients and orders only – unless you have specific permission to use the software for live data from CTT.

Share constructive feedback on usability, performance, and features.

Avoid sharing beta content publicly, unless we've said it's OK. This includes screenshots, descriptions of unreleased features, or results of testing.



Check all software-generated documents especially carefully during the beta period. You should already be reviewing these as part of your normal process, but extra care is essential so we can identify and fix any formatting, content, or other issues.

Important Notes

Beta versions are not final and may change before release.

Updates to the software can be frequent and may interrupt your day-to-day operation.

We remotely track some aspects of software use – and this monitoring can increase during a beta software testing period.

We cannot guarantee that all features you see in beta will appear in the final version.

You use beta software at your own risk. We are not responsible for any loss of data, time, or business resulting from its use.

Acknowledgement

By participating in our beta testing programme, you confirm that you have read and understood this document and are happy to take part under these terms.