

Statement of Work (SOW) - Momentus Payments Platform – In-House Processing for Elite Software One-Time Services

Project Summary

Provider will work with Customer to complete the following as a part of this project:

- Momentus Payments Platform – In-House Processing for Elite Software Implementation and Onboarding

Assumptions

Momentus Payments Platform – In-House Processing for Elite Software

Customer is fully onboarded or currently onboarding the Provider's Elite platform.
Customer is responsible for completing Dhango application prior to Build phase.

Limitations

Momentus Payments Platform – In-House Processing for Elite Software

The Services will be configured with the features and capabilities of the current release of the Services.

Scope of Services

Kick Off

Provider responsibility

- Internal handover and preparation.
- Up to one (1) ninety (90)-minute remote kick off and requirements gathering meeting.

Customer responsibility

- Ensure key project resources and stakeholders can attend kick off meeting.
- Ensure project scope is accurate and fully aligns to all business requirements.
- Raise any risks, blackout periods for software release, resourcing plan.
- Provide an understanding of business processes, data, and requirements.

Build

Provider responsibility

- Activate Payment Gateway with Customer-provided credentials.
- Configure Receivable Transaction Types and/or Payment Types.
- Database configuration to support payment workflows.

Customer responsibility

- Provide Payment Gateway credentials.

Training

Provider responsibility

- Up to one (1) sixty (60)-minute remote training session; session will be recorded.

Customer responsibility

- Ensure appropriate users are selected and attend training session.

Testing

Provider responsibility

- Provider will maintain an issue log to track status and progress of issues raised.

Customer responsibility

- Customer is responsible for preparing for and executing user testing.
- Promptly raise any issues found (that are within the scope of work).

Launch & Post Launch

Provider responsibility

- Internal handover
- Project closure

Customer responsibility

- Complete customer satisfaction survey

Project Management

Provider responsibility

- Coordination of resources, activities, meetings in alignment with timelines and milestones

Customer responsibility

- Nominate project lead
- Coordination of activity and resources on customer side to align to project plan and schedule

Exclusions

- Custom development
- Integration services

Project Schedule

The estimated timeline for this project is 3 weeks. However, Provider and Customer will create and agree to a joint project plan in writing (email acceptable). The plan is *an estimate* and subject to change upon mutual written agreement.