



**Charges Schedule for Microsoft® Office 365
Small Business/Microsoft® Office 365
Business Essentials offered by BT and
Microsoft® Office 365 Small Business
Premium/Microsoft® Office 365 Business
Premium offered by BT**

1. SERVICE CHARGES

The charges for the Service are as follows:

1.1 Rental charges

Microsoft® Office 365 Small Business (Microsoft® Office 365 Business Essentials) offered by BT

(a) Contracts entered into between 10th October 2011 and 19th October 2012 (inclusive)

Minimum Period of Service	Monthly rental charge (per User SL)
12 months	£4.50 per month
24 months	£4.50 per month

Note: The standard rates in the table above apply unless a special rate was agreed at the time BT accepted the order.

(b) Contracts entered into on or after the 20th October 2012

The charges in Table 1 below apply to existing Microsoft® Office 365 Small Business offered by BT Customers signing new contracts for the Service on or after the 20th October.

Table 1

Minimum Period of Service	Monthly rental charge (per User SL)
12 months	£5.00 per month
24 months	£4.50 per month

The charges in Table 2 apply in all other cases unless a special rate was agreed at the time BT accepted the order.

Table 2

Minimum Period of Service	Monthly rental charge (per User SL)
12 months	£5.50 per month
24 months	£5.00 per month



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**Microsoft® Office 365 Small Business Premium (Microsoft® Office 365 Business Premium)
offered by BT**

Minimum Period of Service	Monthly rental charge (per User SL)
12 months	£9.50 per month
24 months	£9.00 per month

Note: The standard rates in the table above apply unless a special rate was agreed at the time BT accepted the order.

1.2 Help Desk Charges

Calls to the BT Helpdesk will be charged at national rates as set out in the BT Price List.

1.3 Late Payment Charge

Charges for late payment, including any charges for dishonoured payments, are set out in the BT Price List.

1.4 Cancellation Charge

The cancellation charge referred to in clause 6.1 of the Conditions will be equal to the costs that BT has incurred in respect of any work done or money spent in getting ready to provide the Service. BT will take reasonable steps to limit the amount of its costs.

1.5 Early Termination Charges

The termination charges referred to in clause 6.5 of the Conditions are any subscription, rental, and any other recurring charges for any remaining part of the Minimum Period.

Note for clarification:

each User SL is subject to a Minimum Period. Termination of the Contract or Service automatically terminates one or more User SLs as applicable. Early termination charges will apply to a User SL terminated during its Minimum Period.

2. DEFINITIONS

In this Charges Schedule the following term, in addition to those stated in clause 10 of the Conditions, has the meaning shown next to it:-

BT Price List the document containing a list of BT's charges and terms and which can be seen at: <http://www.bt.com/pricing> (or any other on-line address that BT may advise the Customer). The BT Price List forms part of the Contract.