



Dear Company,

Enclosed is your OEM Preinstallation Kit ("OPK"), which includes the available supplementary Kits associated with the OPK (collectively a "Kit"). This Kit is subject to license terms described in this letter.

- Your use of the Kit will be subject to any Microsoft distribution license agreement ("License") signed with Microsoft Corporation or other Microsoft OEM licensing subsidiary (collectively, "MS") for the Kit or for the underlying Microsoft product ("Product").
- If you have acquired the Kit through any other channel, you are not authorized to use it without the express written consent of Microsoft.

**This letter has important information about the Kit. Please retain this letter for future reference. If you have any questions about this Kit, please contact your OEM Sales Account Manager.**

#### **OEM Policy Document**

OEM Policy Documents ("OPDs"), if any, are considered part of the Kit. The OPD and any modifications to the OPD will be posted on the designated Partner Portal.

#### **Product Key Information**

The Product Key, if any, may be used solely for preinstallation, and may not be used to pre-populate the Product ID. The Product Key may not be shared with or distributed to end users or others. The Product Key may not be used as part of a System-Locked Preinstallation or OEM Activation or to activate the Product prior to distribution to end users. Note that Product Keys are not required for all Products, so Product Key information may not be included in the Kit. Company may only use language or product version(s) licensed under your License. Any additional language product(s) or versions(s) included within the OPK may not be used.

Sincerely,

MICROSOFT CORPORATION

**Note:** The above rights are provided to Company on behalf of one of the following Microsoft OEM licensing entities: Microsoft Corporation, Microsoft Ireland Operations Limited, Microsoft (China) Company Limited, or another corporation or partnership that is directly or indirectly wholly-owned by Microsoft Corporation. If and when you have entered into a License Agreement for an applicable Product, "MS" as used in this document means the same legal entity identified as "Microsoft" under your license agreement for that Product.