HUMAVERA PROGRAMS

PROGRAM GUIDE

Humavera Switch+

For organizations replacing their current HR or payroll platform with Humavera.

1. Program Overview

Many organizations remain on HR or payroll platforms that no longer serve them — held back not by doubt, but by remaining contract terms and the effort of migration. Humavera Switch+ removes both barriers, enabling organizations to complete their transition to Humavera without paying twice and without carrying the migration themselves.

The program is a complete offering of migration services and transition terms. For the documented remaining term of the current vendor agreement, organizations operate Humavera at transition pricing by edition, while the Humavera team performs the migration at no charge — including a parallel run of the first payroll cycle before switchover. Every rate, milestone, and go-live date is documented in the agreement before signature.

2. Who the Program Serves

- Organizations of any size that have decided to replace their existing HR or payroll platform with Humavera.
- Organizations with an active agreement with another HR or payroll vendor, verified by the renewal date shown on a recent invoice or attested by the designated program contact.
- Organizations with more than 200 employees complete a guided onboarding session with a member of the Humavera onboarding team prior to activation.

3. Program Benefits

- Transition pricing by edition for the documented remaining term of your current vendor agreement, up to a maximum of 24 months (see Section 4).
- Complete migration performed by the Humavera team at no charge.
- A parallel run of your first payroll cycle against your current system before switchover, so accuracy is demonstrated before anything changes.
- Approval workflows rebuilt and verified in Humavera prior to go-live.
- A documented transition plan — every rate, milestone, and go-live date in your agreement before signature — providing a complete business case for finance and leadership from day one.
- Continuity beyond the transition period on standard published terms, or through the Humavera AI Adoption Program where its criteria are met.

4. Commercial Terms

Edition	Transition price	Applies for
Essential	**$1 PEPM**	The documented remaining term of your current agreement, up to 24 months
Growth	**$2.5 PEPM**	Same period
Enterprise	**$4 PEPM**	Same period

- Transition pricing is billed annually in advance, or for the remaining-term period where shorter than 12 months.
- Edition names and scope correspond to the current Humavera price list published at humavera.com/pricing, the edition selected at enrollment governs the entire transition period.
- At the end of the transition period, standard published terms apply, or the organization may enroll in the Humavera AI Adoption Program where its criteria are met. The applicable post-transition terms are stated in the agreement before signature.

5. Enrollment Process

1. Submit your application at humavera.com/programs/switch — including your current platform, workforce size, and agreement renewal date.
2. Eligibility is verified from a recent vendor invoice or the attestation of your designated program contact, most applications are reviewed within 4-6 business days.
3. The program agreement — transition pricing, migration plan, milestones, and go-live date — is issued for signature before any charge is made.

6. Program Interactions

- Organizations may participate in one Humavera program at a time, program terms cannot be combined.
- Switch+ serves organizations replacing an existing platform only.
- Clients enrolled through a Humavera Select Partner are governed by the partner placement terms, a Select Partner may coordinate a client's Switch+ migration, in which case migration services are delivered by Humavera and commercial terms follow the applicable program agreement.

7. Frequently Asked Questions

- **Do we pay our current vendor and Humavera at the same time?** You pay Humavera transition pricing only — $1 to $4 PEPM by edition — while your existing agreement runs out. The program exists precisely so that switching costs less than staying.
- **Who performs the migration?** The Humavera team. Your involvement is limited to access, validation, and approvals at each documented milestone.
- **What if the parallel payroll run shows discrepancies?** Switchover is not approved until reconciliation is complete. Discrepancies are investigated and resolved by the migration team before go-live.
- **What happens after the transition period?** The post-transition terms stated in your agreement apply — standard published pricing, or AI Adoption Program terms where criteria are met. Nothing changes without your signature.
- **Is there a limit on company size?** No, organizations with more than 200 employees are offered guided onboarding as part of the program for free.
- **Which systems can you migrate from?** Any system that can export employee and payroll data in standard formats; the discovery session confirms scope for your specific platform.