

SSO Configuration – Customer to complete

As part of Sonder's Single Sign On (SSO) configuration process, this document must be completed to ensure all SSO integration steps are completed prior to your chosen Sonder launch date.

Once completed, return via email to your Sonder Customer Success Manager or Implementation Manager to ensure configuration requirements are completed.

This SSO configuration document must be returned at least two weeks prior to your chosen UAT date. Failure to do so may result in launch being delayed.

SSO UAT Test Meeting: to be completed by Sonder & the Customer at least one week prior to your chosen launch date to ensure configurations have been completed correctly.

SSO fields required for Sonder launch	Customer Inputs
<u>Primary Email Domain</u> that Sonder will redirect to your SSO platform for authentication Provide the main email domain for your group or company. • eg. myorganisation.com	[Plain text - no screenshots please]
<u>(if required) Additional email domains</u> that Sonder will redirect to your SSO platform for authentication Provide additional email domains (inc. primary domain in above row) covered by this IDP • e.g. myorganisation.com, mycompany.com	[Plain text - no screenshots please]
<u>SAML Metadata URL</u> Provide the SAML 2.0 metadata URL for the IDP being integrated to Sonder. (This requires pre-configured application in the Customer IDP)	[Plain text - no screenshots please]
<u>SAML Metadata Mapping</u> Provide the SAML attribute in the IDP SAML token for <u>unique</u> Email Address only.	[Email mapping value only - plain text - no screenshots please]

- e.g. (default for Entra)

<http://schemas.xmlsoap.org/ws/2005/05/identity/claims/emailaddress>

PLEASE NOTE: this attribute is mandatory for every user in the IDP and must correspond with the email addresses uploaded to the Sonder Customer Portal for subscription management.

Sonder recommends that your organisation establishes a reminder to refresh or re-certify your SSO authentication. This practice is essential to prevent any disruption to our support services.

Sonder SSO + Preloaded Data Configuration

- Additional (optional) data points can be provided via member data file upload in the Sonder Customer Portal or File sharing service enrich reporting.
- Preloaded Data Configuration can also be used to limit the rollout, usage of the Sonder service by only loading data for active users.