

A) General Conditions

1. The Validity of our conditions

- 1.1 Our conditions are valid and we are not accepting other conditions from our business partners which are disadvantages to us.
- 1.2 These terms and conditions should be read and understood in accordance to the applicable law.
- 1.3 Our conditions are also valid for all future business with our contract partners.

2. Conclusion of a contract

The purchase order from the contract partner whether this is in text form via post, via fax, via e-mail or via our website is a binding proposal. We will confirm that we have received any proposals; however this does not mean we accept this proposal in anyway. We reserve our right to accept proposals within two weeks by sending a confirmation in text form via post, via fax or via e-mail. After receiving our confirmation, the contract will be effective.

3. Secrecy Obligation

All information given to us by the contract partner, such as: first name, last name, post addresses, fax number, e-mail address, ect., will be saved in our database in order to enable us to fulfil our service, but also to send our invoices to our contract partners. We have the right to give this data to other service companies in certain necessary cases. We will protect and keep the contract partner's information private.

B) Seminars

1. Seminar fees

Seminar documents (CD-ROM), training tools, working material, lunch and drinks during the seminar and breaks are included in the seminar price.

2. Invoice

The invoice total has to be paid in full, latest, one day before the seminar day.

3. Cancellation Policy for the contract partner

In case the contract partner cancels his seminar reservation, he/she shall pay KUZIO-CONSULTING, the following cancellation fees:

- Cancellation 1 week prior to the seminar day: 100% of the seminar fee
- Cancellation 2 weeks prior to the seminar day: 50% of the seminar fee
- Cancellation 3 weeks prior to the seminar day: 50.00 EUR handling fee

If a contract partner will not attend the seminar, he/she can have someone else to substitute. There are no extra charges for substitutions.

4. Costs for hotel rooms and accommodations

The contract partner shall pay and handle all reservations and costs.

5. Contents and procedure of the seminar program

The contents and the procedure of the seminar program, but also the speaker/coach can be changed at any time; however the main seminar topic will remain.

6. Seminar cancellation and postponing by KUZIO-CONSULTING

KUZIO-CONSULTING has the right to cancel or postpone the seminar if there is an urgent reason, especially if the speaker/coach is sick or if there aren't enough seminar participants. The seminar costs will be refunded in full in a timely manner to the contract partner.

7. Miscellaneous

- 7.1 All costs and fees for seminars are defined under the detailed seminar description. The contract partner will receive a confirmation of its registration and also an invoice with the total costs of the seminar(s).
- 7.2 We reserve our right to reject or accept any registration.
- 7.3 All documents given to the contract partner are not allowed to be copied or distributed for any reason without the written consent of KUZIO-CONSULTING.
- 7.4 No audio or videotaping of the seminar is allowed without the written consent of KUZIO-CONSULTING.
- 7.5 If the contract partner is handicapped, he/she shall inform us about his/her limitations before registration so we can accommodate his/her needs by making necessary arrangements.

8. Applicable Law and Jurisdiction

- 8.1 The substantive law of Austria under exclusion of the UN-Convention on Contracts shall apply. All disputes arising out of these terms and conditions shall be finally settled under the Rules of Arbitration and Conciliation of the International Arbitral Centre of the Federal Economic Chamber Austria in Vienna, Austria, (Vienna Rules).

9. Severability Clause

If any provision of this Agreement is held invalid, illegal or unenforceable for any reason by any Court of competent jurisdiction such provision shall be severed and the remainder of the provisions herein shall continue in full force and effect as if this Agreement had been agreed with the invalid illegal or unenforceable provision eliminated.