

## **Terms and Conditions for Training Sessions and Workshops of ISEC7 GmbH ("ISEC7")**

Status as of: 16 January 2018

### **1. General**

These terms and conditions apply to all training sessions, workshops and comparable services offered and provided by ISEC7 GmbH. ISEC7 is entitled to engage third parties to perform its services.

### **2. Registration**

All seminar registrations must be submitted in writing and will be processed in the sequence of their receipt since, in the interests of a successful seminar, the number of participants is limited.

### **3. Confirmation**

Each seminar registration is confirmed to the participant in writing by email and is only final and binding at that point in time.

### **4. Transfers**

Transfers are free of charge if made over 15 days prior to the start of the relevant training session or workshop. Transfers after that point in time are liable to full payment of participation fees. The new appointment and venue are subject to approval by ISEC7.

### **5. Cancellations**

Cancellations are not possible, but training sessions and workshops booked may be transferred to some other date in certain circumstances. Article 4 shall apply in this case.

### **6. Fees**

The training session and workshop fees are quoted per participant. The prices of the current training programme shall be applicable, exclusive of value added tax. The fees are due on invoicing and must be paid within 14 days without any deductions whatsoever.

### **7. Deliverables and services**

The hardware and software necessary for training are made available for the period of the relevant training sessions.

The content specified in the description of seminars is taught by qualified trainers, some of whom with official authorisation to give such instruction. Ownership of the original training documents passes to the participants at the end of the event in question. Each participant receives an attendance certificate at the end of the seminar. Lunches and beverages during breaks are included at the training locations of ISEC7.

### **8. Seminar times**

Seminars begin on the first day at 09:30h, on all other days as internally arranged for each course, and end at 16:30h (on the first day at 17:00h). Any changes will be announced in good time.

### **9. Liability**

ISEC7 shall assume no liability for any loss, damage or injury caused by its statutory representatives, vicarious agents or employees except in cases of intent or gross negligence. If a training session or workshop is cancelled due to illness of a trainer, too few participants as well as for other reasons not attributable to any fault on the part of ISEC7 or force majeure, this shall not give rise to entitlement to such training session or workshop being carried out. In such cases, ISEC7 cannot be obliged to refund any travel or hotel expenses or loss of working time.

#### 10. Copyright

Except as otherwise stated, we reserve all rights, including with regard to any translation, reprinting or copying of training documents or part thereof. No part of the training documents may, without the written approval by ISEC7

or by the relevant producer, be processed, copied, disseminated or used for public presentation in any form (photocopy, microfilm or other methods), not even for purposes of own lesson design, in particular with the

use of electronic systems. The software made available for training purposes must neither be removed nor copied, modified or deleted, either wholly or in part. In particular, the copyright provisions of the producers shall be applicable. We reserve the right to claim damages in the event of any violations in this regard.

#### 11. Data protection

The [German] Federal Data Protection Act (BDSG) is applicable to the processing of personal data. By registering for a training session, the customer and the participant agree to ISEC7 passing on the name and email address of the participant to third parties (within and outside the EU) for purposes of preparation, execution and quality assurance of training, e. g. for setting up the laboratory environment or carrying out surveys among participants. The Customer thus gives its approval for each participant as far as the relevant use of personal data is concerned. For organisational reasons, participation in training sessions is not possible without such approval.

#### 12. Place of jurisdiction

The place of jurisdiction for all disputes arising from or in connection with an order placed with ISEC7, to the extent legally permissible, is ISEC7's registered office in Hamburg.

#### 13. Written form clause

All amendments, addenda and cancellations of these terms and conditions shall be in writing in order to be legally effective.

#### 14. Final provisions

Should any of the aforementioned provisions be or become invalid, this shall not affect the validity of the remaining provisions hereof. The invalid provision shall be replaced with a valid provision that best approximates the intended purpose thereof.

Company	
Name	
Title	
Place, date	
Signature	

Please return the signed document to [sales@isec7.com](mailto:sales@isec7.com) or telefax +49 40 32 50 76 28.