



## General terms and conditions

### § 1 Scope and subject of the contract

- (1) The terms and conditions shall apply for the participation to all the educational programs I offer (courses, seminars, workshops, trainings) according to the agreement concluded between myself and the participants.
- (2) The terms and conditions shall apply to the consumers as well as to the companies, unless a distinction is made in the relevant clause.

### § 2 Offer and conclusion of contract

- (1) The contract comes into effect through written registration of the participants and written confirmation by myself. As a rule, registrations are processed in the order of arrival.
- (2) Should a registration not be accepted, the customer will be informed immediately.

### § 3 Fees and terms of payment

- (1) The participant shall be obliged to pay the fees before the beginning of a course.
- (2) For courses that include multiple training sections (semester) fees shall be paid in advance.
- (3) Invoices shall be paid immediately upon receipt. The participant shall be in default at the latest if he or she does not make the payment within 30 days. This applies to participants who are consumers only if notified explicitly of this legal effect in the invoice.

### § 4 Duration and termination of the contract

- (1) The duration of the contract results from the contract concluded between myself and the participant.
- (2) A termination of the contract during its duration is only possible on important grounds.

### § 5 Liability for damage

- (1) My liability for breaches of contractual duty as well as for tort arising from an offence is limited to intent and gross negligence. This does not apply to claims for violation of cardinal duties, i.e., duties arising out of the nature of the contract and whose violation would compromise the attainment of the purpose of the contract, as well as the reimbursement for damage caused by delay (§ 286 BGB). Liability shall be excluded for damages caused as a result of slight negligence.
- (2) The liability exclusion mentioned above also applies to negligent breaches by my vicarious agents.
- (3) The participants remain in the seminar rooms at their own risk. Compensation claims for damages against myself or third parties (against other course participants), on whatever legal grounds, are excluded. Participants are responsible for their own personal belongings, such as purses and clothes. Claims for damages are excluded.

### § 6 Cancellation by the participant

- (1) Registrations can be cancelled as follows:
  - up to 4 weeks before the beginning of the training with full reimbursement of the training price
  - up to 2 weeks before the beginning of the training with a cancellation fee of 25% of the training price
  - up to 1 week before the beginning of the training with a cancellation fee of 50% of the training price
  - after 1 week before the beginning of the training with a cancellation fee of 100% of the training price
- (2) The cancellation notice shall be made in writing. This applies to all cancellations of all trainings. A cancellation after the beginning of the training is not possible.

### § 7 Withdrawal by the organizer

I am entitled to rescind the contract on important grounds, regardless of any other reasons, in particular:

- when there are not enough registrations for an event.
- when the event must be cancelled for reasons beyond my responsibility.

In the above mentioned cases the participation fees already paid will be completely reimbursed.

Claims for damages do not apply to the participants.