

General Terms and Conditions for Events

Date: 01 May 2017

1 Application

1.1 These General Terms and Conditions (GTC) become binding for all seminars, workshops and other events of Schwery Consulting, independently of its nature, content and services offered by Schwery Consulting.

1.2 If the events offered by Consulting contain specific conditions, differing from these GTCs, then the specific conditions are binding.

2 Agreement

2.1 By agreeing, you establish a contract with certain rights and obligations.

2.2 Your registration is considered complete when you have completed and submitted the registration form. It shall be binding from this date.

3 Cancellation policy

3.1 The cancellation date is the day on which your written cancellation of the participation reaches the office of Schwery Consulting.

The following conditions apply:

- 100% refund (excluding administration fees) more than 30 days before the start of the event.
- 50% refund (excluding administration fees) when cancelling no later than 15 days before the start of the event.
- No refund if the participation is cancelled later than 15 days before the event starts.

3.2 Persons who cannot participate have the right to appoint a substitute. The same conditions apply.

3.2 Schwery Consulting reserves the right to cancel events for reasons of health or due to an insufficient number of participants. In such cases, participation fees will be unconditionally and fully reimbursed.

4 Data protection

4.1 The data supplied by the participants are used by Schwery Consulting only for the purpose indicated.

4.2 The data provided by the participants are securely kept by Schwery Consulting and are not passed on to third parties.

5 Term of payment

5.1 The participation fee is due immediately after ordering. If an invoice is requested, the fee is payable within 14 working days but no later than 14 days before the event.

5.2 Non-payment of the participation fee is not considered a cancellation of the participation.

6 Place of jurisdiction

6.1 Schwery Consulting makes all efforts that conflicts can be solved in mutual interest.

6.2 Place of jurisdiction is Berne, Switzerland.

Biel/Bienne, Switzerland, 1st of May 2017