Payment, Cancellation of Registration, General Version: 11-January-2021

Open seminars / courses at Darmstadt, other locations and as live online trainings

Conditions for payment / Training course fee, Seminar fee

Prices / fees have to be understood as net lump sum per participant, unless stated differently. Any applicable legal VAT and/or other tax will have to be added. Included are performance, seminar / training documentation and certification of attendance. Participants who are absent from the seminar for a significant time or totally do not receive a certificate of attendance. Partial participation does not permit price reduction. Payment shall be done as 100% pre-payment one week prior to start of the seminar / training at the latest unless stated differently.

Face-to-face training with physical presence of participants in Darmstadt also include provision and use of technical equipment, soft drinks and lunch during the seminar. Not included are the costs for expenses for travelling and accommodation and all other costs which are not explicitly mentioned to be covered by us.

Conditions for cancellation of registration / participation

Withdrawal from a seminar must be made in writing. In case of cancellation more than four weeks before the start of the seminar, no charge will be applied; after this time, 30% of the full fee will be charged, and from the last two weeks on, 100%.

Invoice

About two weeks prior to a seminar the invoice shall be sent.

Registration

Due to the limited number of participants, we recommend prompt written registration. By registration, you formally accept our terms and conditions of business.

Confirmation

We will confirm your registration immediately, although we reserve definitive acceptance. If the minimum number of participants is not reached, we will notify you approx. two weeks before the start of the seminar and offer you a replacement date.

Training times with physical presence at Darmstadt (may differ at other locations)Start of training on first day09:00 a.m. (09:00 hrs)End of training on last day04:00 p.m. (16:00 hrs)(Times may be agreed on differently / Note: CET/CEST for Germany)

Training times for live online trainingsDuration per session up to 2 hours.Typically 1, 2 or 3 sessions are performed per training day.Start of training typical09:00 a.m. (09:00 hrs)End of training typical04:00 p.m. (16:00 hrs)(unless agreed differently / Note: CET/CEST for Germany; international trainings on agreement)

Seminars / courses for single clients as in-house course or at Darmstadt

By arrangement

These exclusive seminars are offered individually with consequent confirmations.

General

<u>General terms and conditions</u> The laws of the Federal Republic of Germany shall apply with the exception of all of the provisions



governing the conflict of laws and the UN Convention for the International Sale of Goods (CISG). Court of jurisdiction is Frankfurt (Main), Germany. Otherwise the "Schenck General Terms and Conditions of Delivery and Installation" as well as our "General Conditions for Training and Seminars" in the most current version at the time of the conclusion of contract shall apply exclusively.

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Address / Training location for Seminars at Darmstadt *1) Schenck RoTec GmbH, Landwehrst. 55, 64293 Darmstadt, GERMANY www.schenck-rotec.de academy@schenck.net Fax: +49 6151 32-2315 *1) Meeting point: Reception at Gate 1, Landwehrst. 55 (unless agreed differently)