



*Learning. Doing. Expanding Horizons.*

## **General Terms of Service**

### **1. Scope**

The general terms and conditions of service (GTB) apply to all courses/workshops offered by wbIT Consulting, Hauptstr. 30A, 54636 Ehlenz. Unless the terms and conditions provide otherwise, the provisions of the German Civil Code (BGB) apply in addition.

### **2. Conclusion of contract; Registration**

2.1. The announcement of the courses by wbITConsulting in programs/postings etc. are non-binding.

2.2. If you want to take part in courses/workshops, you must register in advance.

2.3. Registration (contract offer) can be made in person, by telephone or in writing. Please note that registration is only possible for entire courses.

2.4. A contract between participants and wbITConsulting comes into effect when we accept the registration. Registrations will be accepted and processed in the order in which they are received. There is no entitlement to the acceptance of the registration.

2.5. The acceptance of a personal, telephone and written contract offer takes place by telephone or in writing (by post or e-mail) by a so-called registration confirmation.

### **3. Remuneration, Due Date, Payments**

3.1. The fee for the courses is from the annex course description to see.

The course fees are to be paid by bank transfer no later than three days before the start of the course.

### **4. Scope of Services**

4.1. The content of the courses/events offered - see appendix course description

### **5. Withdrawal / termination by wbITConsulting**

5.1. For courses/events that do not have the required minimum number of participants, wbITConsulting can

a) withdraw from the contract,

b) combine the course with a parallel course or

c) reduce the planned lesson time proportionally.

5.2. wbITConsulting can also withdraw from the contract if the course leader is unable to attend for reasons that are not in wbITConsulting's sphere of risk (e.g. illness) or if the space necessary to carry out the course/event is not available or technical capacities are unexpectedly not available.

5.3. If the course/event is canceled, the fee paid will be refunded. A cash refund is only possible if the fee was paid in cash.

5.4. wbITConsulting is entitled to extraordinarily terminate the contract without notice if the participant does not meet his contractual obligations, even after a warning with a reasonable deadline. In this case, the



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participant is not entitled to any financial claims.

## **6. Right of Withdrawal**

The statutory right of withdrawal applies to distance selling.

## **7. Withdrawal / Termination of Participants**

7.1. The participant has the right to withdraw from all course/workshop offers. The withdrawal must be declared in writing no later than 8 working days before the event - exclusively to wbITConsulting. A refund of the fee paid will only be given if the withdrawal has been properly declared. In exceptional cases, a substitute participant can take part in the course/workshop instead of the registered person.

7.2. Non-participation in a course / event does not count as withdrawal! Participants who break off courses/ workshops for personal reasons or who do not attend individual course evenings are not entitled to a refund of the fee paid. In the case of individual lessons that cannot be made up for due to the inability of the course instructor, the corresponding amount will be refunded.

7.3. A change of the training location or the training room for organizational reasons does not entitle the holder to terminate the contract.

## **8. Liability**

Participation in the courses/workshops of wbITConsulting is at your own risk. There is no liability for personal injury, property damage, financial loss or other losses.

## **9. Material Costs**

Costs for teaching materials and other materials are usually not included in the course costs, unless the text of the advertisement specifically states this.

## **10. Certificates**

At the end of the course, each course participant will receive a confirmation of participation with the course content that was taught.

## **11. Final Provisions**

Should individual provisions of the contract or these terms and conditions of the General Terms and Conditions be wholly or partially invalid, this shall not affect the validity of the remaining provisions. Changes or additions to the contract must be in writing, this also applies to the waiver of the written form requirement.