

# General Terms and Conditions



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These terms apply to the training and seminars organized by John Cordier Academy (hereinafter "JCA").

The person who registers to attend any JCA training or seminar is designated, for the purpose of these Master Terms, as "you" or "your".

## • Registration - Confirmation - Cancellation

- Registration for training and seminars have to be made in writing, either by post, facsimile or e-mail.
- Your registration will be definitive as of the moment of confirmation by JCA.
- You may cancel your participation in writing no later than 10 (ten) working days before the start of the course/seminar. After this deadline date we will bill the full amount, regardless of the reason for your cancellation. We will of course be happy to welcome a colleague in your place.
- JCA reserves the right to change the training or seminar program if, despite its best efforts, circumstances make this necessary.

## • Training location and time schedule

- The location where the training or seminar will take place as well as the time schedule will be as indicated on the confirmation letter.

## • Training Fee - Payment terms

- Coffee and course materials are included in the training fee.
- The VAT or any other tax that is in force at the time of the invoicing is always borne by the customer and is added to the net price.
- The net price plus the taxes will be paid by the customer within 15 (fifteen) days after the invoice date.
- The payments are made by transfer to the bank account of JCA indicated on the invoice. Payment by compensation is excluded. All invoices are payable at the JCA office indicated on the invoice.
- Upon nonpayment of the invoices on their due date, interest on overdue payments is due ipso jure and without notification of 5% above the Euribor interest rate (1 month) with a minimum of 10 % per year. This interest is due as of the due date.
- If the customer does not respond to the first dunning notice within the period stipulated in this notice, then JCA reserves the right for the second dunning notice to increase the owed amount ipso jure by 15% by virtue of

contractual indemnity with a minimum of 247,89 EUR.

- If applicable, JCA is entitled to reclaim the various costs for the collection of late payments from the customer.
- Any contest should be introduced in writing within eight days from receipt of the invoice.

## • Applicable law and courts

- This agreement is governed by Belgian law. Only the courts of Brussels will be competent to rule in case of dispute.