

# Terms and Conditions for KDAB Open Enrollment Trainings in Europe (except France), Asia, and Africa

**Confirmations of trainings:** Trainings are generally confirmed latest 14 days before the first day of the training. Confirmations are sent by email to the email address specified in the registration and also include information about the location of the training venue.

**Cancellations:** KDAB reserves the right to cancel any training until it has been confirmed. In the event of a cancellation, KDAB will inform all registered participants as soon as possible by email sent to the email address specified in the registration. After a training has been confirmed, it will not be cancelled except for cases of force majeure. KDAB shall not be liable for any additional cost the customer may incur due to a cancellation.

**Training Fees:** Training fees are billed net 30 days as soon as the course is confirmed. No further deductions are accepted. Training fees include delivery of the course, printed course materials, use of software and computers as appropriate for the training in question and as announced in the training description, light refreshments during morning and afternoon breaks, as well as lunch. Training fees do not include accommodation, any meals not listed here, travel, or any other expenses incurred by the participants. Cancellations by the participant after the training has been confirmed, or no-shows, do not exempt the customer from the liability to pay the training fees; however substitutions can be made as described below.

**Substitutions:** Customers are welcome to substitute training participants free of charge until one day before the training starts by writing to [training@kdab.com](mailto:training@kdab.com). No substitutions are permitted after the training has started.

**Handicaps and special dietary requirements:** Customers need to inform KDAB about handicapped accessibility requirements when registering for a training and special dietary requirements no later than one week before the training. KDAB is committed to assist handicapped course participants to the greatest extent possible. Special dietary requirements are catered for on a best effort basis.

**Security and code of conduct:** Customers agree to abide by all security regulations of the training venue and to maintain professional appearance and conduct at all times while at the training facility.

**Copyrights/Intellectual property:** All copyrights, patents, designs and other intellectual property rights in or relating to any training materials provided or made available in connection with our courses remain the sole property of KDAB and/or its partners. No part of any course materials may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording or otherwise, or translated into any language, without the prior written permission of KDAB.

**General:** These terms and conditions set out above represent a complete statement of the agreement between the parties and supersede all prior discussions, correspondence and representations. These terms and conditions are subject to change without notice and changes will apply to any enrolment/course order received after the date of the change. These terms and conditions may not be varied except in a written agreement signed by the Training Director or a Managing Director of a KDAB Group company. KDAB's acceptance of a purchase order containing different terms and conditions does not modify or supersede these terms and conditions. This agreement shall be governed by and interpreted in accordance with the laws of the Kingdom of Sweden.