

SALES CONDITIONS

Age limit

Minimum of 18 years of age (unless prior agreement has been obtained from the training body).

Insurance

Participants in our classes should take out their own personal insurance to cover the risks inherent to their journey and their stay (accidents, illness, theft, civil liability, etc.).

Prices

The prices shown on our programmes are ex VAT and include:

- teaching costs
- the availability of special equipment
- manuals and working documents supplied to trainees or made available to them.

Enrolment

In order to be definitive, enrolment should include the completed, dated and signed enrolment form, and should obligatorily be accompanied by your payment, subject to the following terms:

- For the "day classes" and "summer classes - general language": payment in full for the first session.
- For the other classes: 50% of the course price. The balance is payable when the course begins.
- For fixed price packages: payment in full at the time of enrolment (non-refundable).

Withdrawal

All withdrawals must be made in writing:

- If withdrawal occurs more than 15 days before the start of the course, the sums paid will be refunded in full.
- If it takes place during the 15 days leading up to the start of the course, the down payment is retained.

Any withdrawal taking place after the course begins, for any reason, in no way exempts the trainee or the company from paying for the cost of the training in full.

In the event of the cancellation or postponement of the course by the body (for example due to an insufficient number of participants), it will inform the company or the individual participant concerned. The enrolment fees paid will be either refunded upon request or credited to the company or private individual.

Payment methods for 2004

You can either pay in cash or by cheque (in euros) or by bankcard in euros (Visa or Eurocard-Mastercard), indicating the number and expiry date of your bankcard on the enrolment form. In this latter case, the first payment as defined above will automatically be deducted upon receipt of the enrolment form. The balance will be debited (unless requested otherwise by you) when the course begins. You can also pay by bank transfer in euros, to our bank account, the references of which are shown below. In this case, please be sure to send us a clearly readable copy of the transfer order.

Please note that any possible bank charges arising as a result of transfers or cheques are at the cost of the client.

The outcome of the course

An individual course certificate mentioning the title of the training course and its start and end dates will be issued at the end of training. Upon request, this certificate can also detail the number of hours' training carried out and/or the level reached.

Postponement of training sessions

The CCI training division reserves the right to postpone or cancel a training course due to an insufficient number of participants or for any case of force majeure.

The participants or the company will be informed as soon as possible.

In the event of the postponement or cancellation of the training course, the enrolment fees paid will be refunded free of charges or credited towards an enrolment on the same training course or any other business to business training course proposed by the training body.

Litigation

All enrolments are subject to the general enrolment conditions of the training body, which take precedence over any other measures unless otherwise accepted in writing by the training body. In the case of all litigation, the competent place of jurisdiction will be Strasbourg.

Bank details

Bank: Société Générale - 4 rue du Dôme - 67000 STRASBOURG – France

SWIFT address: SOGEFRPP

BANK CODE: 30003 Branch code: 02360

IBAN number: FR 76

Account number: 00250019869 Super clé: 25