



AdminJim – Terms & Conditions of Service

1. Definitions

AdminJim: the service provider

Client: the purchasing individual or business

Services: all automation, workflows, and related deliverables

System: all tools, workflows, and infrastructure provided

2. Service Overview

Services are provided based on Client-supplied information.

AdminJim:

- Does not provide legal or financial advice
- Does not guarantee business outcomes

3. Client Responsibility

The Client is fully responsible for:

- Data accuracy
- System usage
- Decisions made using the system

AdminJim is not liable for errors caused by incorrect data or misuse.

4. System Effectiveness

The system is only as effective as:

- Data input
- Client engagement



- No guarantees of performance or results are provided.

5. System Modifications

The Client must not modify the system without permission.

If changes are made:

- AdminJim must be informed immediately
- Repairs may be chargeable

6. Fair Use Policy

The Client must not:

- Overload or abuse the system
- Copy or resell the system
- Use it unlawfully

AdminJim may restrict or suspend services if misuse occurs.

7. Third-Party Services

AdminJim is not responsible for:

- Third-party outages
- API changes
- External platform failures

8. Fees

All fees are payable as agreed

Late payments may result in suspension



9. Onboarding Fees

Non-refundable once onboarding begins

Refund only if AdminJim cannot complete setup

10. Refund Policy

All payments are non-refundable.

11. Cancellation

Minimum 1 month notice required

Fees remain payable during notice

12. Data & Security

The Client is responsible for:

- Data entered
- System access

AdminJim is not liable for breaches caused by client actions.

13. Intellectual Property

All systems remain the property of AdminJim.

The Client receives usage rights only.

14. Limitation of Liability



AdminJim is not liable for:

- Loss of profit
- Indirect damages
- Data errors
- Misuse
- Third-party failures

Liability is limited to fees paid in the last 3 months.

15. Force Majeure

AdminJim is not liable for events beyond its control.

16. Governing Law

England and Wales.

17. Data Protection & GDPR

Roles

Client = Data Controller

AdminJim = Data Processor

Processing - AdminJim processes data only on instruction.

Client Responsibility - Client must ensure lawful data use.

Security - Reasonable measures are taken, but no system is fully secure.

Third Parties - Data may be processed via third-party services.

Breaches - AdminJim will notify; Client is responsible for reporting.

Retention - Data may be deleted after service ends.



18. Indemnity

The Client agrees to indemnify AdminJim against:

Legal claims

Regulatory fines

Losses caused by misuse or non-compliance

19. Reliance on Automation

The Client acknowledges that:

- The system operates based on automated processes
- Outputs are dependent on data and configuration provided
- AdminJim does not monitor or approve individual outputs

AdminJim shall not be liable for:

- Missed communications or opportunities
- Incorrect outputs caused by data input
- Any reliance placed on automated actions without review

20. Acceptance

Use of services confirms agreement to these Terms.