**Terms & Conditions.**

1. **Price**

**Deaf and Equal** workplace training has many variants from one-to-one training up to full university lecture halls. You may opt for all attendees to receive training manuals (recommended) or just have a few copies for managers. The price you are quoted includes all administrative and material costs but does not include travel expenses

1. **Payment.**

Payment shall be made to **Deaf and Equal**, in full, at the time of the booking. This is a legally binding contract for services.

1. **Cancellations and Rescheduling By You.**

Requests to reschedule can be made no later than 10 days prior to the training date. You have a 14-day cooling off period during which you have the right to cancel at any time and receive a full refund. Outside of this no refund will be given. Your training session can be rescheduled without incurring any additional charge as long as there are no material changes to the contract.

1. **Cancellation and Rescheduling By Us.**

It is highly unlikely that this will occur, but if, due to unforeseen circumstances, your **Deaf and Equal** training session is cancelled, you will be contacted at the earliest possible moment. We will use our best endeavours to reschedule your training session to a suitable alternative date. If a suitable date cannot be agreed, you will be refunded in full.

**Deaf and Equal** will not be liable for any additional loss or damage resulting from such cancellation.

1. **Intellectual Property.**

You will be provided with various training materials. **Deaf and Equal** remain the owners of all intellectual property rights. You may not reproduce, in whole or in part and you must not remove or amend any trade mark or copyright notice on any of our products. Additional books/training manuals can be purchased at any time.

1. **Data Control**

**Deaf and Equal** complies with the General Data Protection Regulation (GDPR). Your details will never be passed on to any third party.

1. **General**

The legal positions presented by **Deaf and Aware** are accurate as to the day of your training session. The law is in an ever-changing state of flux so what is accurate one year may be out of date the next. Please be aware of this if quoting any passage from our materials.