**TERMS & CONDITIONS OF BUSINESS**

1. Service agreement (“Agreement”)

1.1. Agreement is valid for 12 months from the date the completed application form is received by ProcEurope Limited.

1.2. The customer agrees to pay the annual or monthly fees established in the agreement.

1.3. Annual fees must be paid in full within 14 days of invoice, in order to access the agreed benefits. For Monthly fee’s these will be setup to be paid on the same day of each month as agreed.

1.4. Services will be terminated if fees remain unpaid for a period of one month after due date.

1.5. If a Company resigns its agreement during the 12 month period then no portion of the fee shall be refunded. If paying monthly the full years fee’s will be invoiced and due 14 days from date of issue.

1.7. Agreement benefits apply to all employees of the Customer.

1.8. Changes to benefits will be notified to the Customer.

1.9. Once renewal instructions have been received and payment has been made, the customers Company’s benefits are reinstated in full immediately.

2.0. Limitation of Liability: Except in respect of death or personal injury caused by the negligence of ProcEurope Limited, we shall

not be liable by reason of any representation (unless fraudulent) or implied warranty condition or other term, or any duty at

common law or under the express terms of this agreement, for any loss of profit or any indirect special or consequential

ProcEurope Limited does not warrant or guarantee the services or products of any it’s suppliers and cannot accept any liability under any circumstance. Being a customer to ProcEurope Limited does not imply the endorsement of a company’s product or service.

3.0. Information Provision: From time to time, ProcEurope Limited Ltd may communicate information and guidance to customers and potential customers. Communication channels of such information include, but are not limited to, ProcEuropes Limited’s website, LinkedIn group, Social Media channels, verbal or email communications with ProcEurope Limited staff and presentations at events. You have the option to unsubscribe from such communications by sending an email to [leepratley@proceurope.com](mailto:leepratley@proceurope.com)

Any such information or guidance is provided in good faith and no liability can be accepted nor any warranty given in respect of the information or guidance. Any action (or inaction) on this information is solely the responsibility of the receiving party.

3.1. Privacy Policy and Terms of Website Use: Available on the ProcEurope Limited website.

3.2. Applicable Law: These terms and conditions shall be governed by the laws of England and Wales.

Date of issue: May 2019