



## **General Terms and Conditions (GTC)**

### **for Training and Consulting Services provided by Karoline Caesar**

(hereinafter referred to as the “Contractor”)

#### **1. Scope of Application**

These GTC apply to all contracts for training, seminar, and consulting services concluded between the Contractor and its clients (hereinafter referred to as “\*\*Clients\*\*”).

#### **2. Conclusion of Contract**

The contract is concluded upon the Client’s acceptance of the Contractor’s offer. Offers are non-binding unless expressly agreed otherwise in writing.

#### **3. Services and Execution**

The content, duration, dates, and venues of the training sessions are agreed upon individually. The Contractor reserves the right to make changes provided they are reasonable for the Client.

#### **4. Prices and Payment**

Prices are agreed upon individually and set forth in the offer or contract. Unless otherwise agreed, payments are due without deduction within 14 days of the invoice date.

#### **5. Cancellation and Cancellation Fee**

Cancellation is free of charge up to 7 days prior to the agreed-upon date.

For cancellations made later than this or in the event of a no-show, the Contractor reserves the right to charge 50% of the agreed fee as a cancellation fee.

It is possible to name a replacement participant, which reduces the cancellation fee accordingly.

#### **6. Liability**

The Contractor shall be liable only for damages resulting from intentional acts or gross negligence. Liability for lost profits or other consequential damages is excluded.

#### **7. Copyright and Rights of Use**

All training materials and content remain the intellectual property of the Contractor. Reproduction, disclosure, or use beyond the agreed-upon purpose is not permitted without expressed consent.



## **8. Data Protection**

Personal data will be processed in accordance with the General Data Protection Regulation (GDPR) exclusively for the purpose of fulfilling the contract and will not be disclosed to third parties.

## **9. Final Provisions**

- Amendments and additions to the contract must be made in writing.
- Should any provision of these General Terms and Conditions be invalid, the validity of the remaining provisions shall remain unaffected.
- The place of jurisdiction is Bonn. German law applies.

Bonn, October 2025