

TERMS AND CONDITIONS MTI² OPEN PROGRAMS

Payment

All invoices billed by MTI² are payable by the due date mentioned on the invoice. In case the outstanding amount is not paid by the date due, interest will be charged, according to the law, automatically, without declaration of default. In addition, the contracting party shall also pay a fixed administrative fee covering the costs caused by the late payment.

The contracting party acknowledges and agrees that this fee is set at 10% of the total outstanding amount (exclusive of the interest) with a minimum fee of €65. Costs incurred by unpaid bills and any other collecting charges are not included in the fixed fee and will be charged separately. Any dispute over an invoice must be notified in writing (by e-mail with acknowledgement of receipt) within 14 working days after the receipt of the invoice.

MTI² reserves the right to refuse entry to the program to participants of contracting parties with unpaid overdue invoices.

Changes, Replacements, Cancellations

In case the contracting party is compelled to cancel her registration, the following procedures must be adhered to:

- Cancellations must be notified to MTI² in writing, by e-mail (info@mti2.eu). The cancellation date is considered to be the date on which MTI² acknowledged the receipt of the cancellation.
- Participant may cancel her participation free of charge within a term of seven (7) calendar days after receipt of the written confirmation of the registration, unless the commencement date of the program is within 30 days or less of the date on which the participant notified MTI² of the cancellation.
- For cancellations more than 30 days before the start of the training, an administrative fee amounting to 25% of the registration will be charged.
- For cancellations between 29 and 14 days before the start of the training, an administrative fee amounting to 50% of the registration will be charged.
- For cancellations on the thirteenth day or less than thirteen days before the start of the training, the full registration fee is due.
- To eliminate any source of misunderstanding, the cancellation is only deemed valid after MTI² has duly notified the contracting party and stated its acceptance of the cancellation.

MTI² always offers the contracting party an opportunity to arrange for an acceptable replacement of person, insofar this person meets the criteria (if any) for participation in the program. No cancellation fee is then indebted. Non-attendance (no-show) or early departure during the course of the training will not be compensated.

MTI² reserves the right to cancel the training. Registration fees already paid will then be refunded to the contracting party within 14 calendar days after notification of the cancellation.

MTI² reserves the right to change the venue or make minor changes to the program up to 7 calendar days before the start of the training. In case this change has no material consequences (e.g. same dates, same duration, same city), it does not give the participant the right to cancel, invoking these changes as motivation, free of charge. In case this change has material consequences (e.g. different program dates), the participant is allowed to cancel free of charge, if she should prefer to do so.

MTI² shall at all times be entitled to transfer its legal relationship toward another party within the group of companies associated with MTI² or owned by the same shareholders/owners. The other party grants permission to MTI² in this respect.

Images and Recordings

By attending the program, the contracting party grants MTI² full rights (1) to take/make images and recordings (such as camera, photographic and video recordings and digital photos) and (2) to use these images and recordings and any reproductions or adaptations for marketing and publicity related purposes. This might include (but is not limited to) the right to use these images and/or recordings in their printed (brochures, posters, etc.) and online (website, online banners, etc.) publicity, social media, image and video hosting websites and press releases.

The contracting party can - at any time - withdraw its consent of its images and recordings being used for the above-mentioned purpose(s) by sending an e-mail to info@mti2.eu.