

# PAYMENT, CANCELLATION OF REGISTRATION, GENERAL

Version: 01-June-2017

Balancing and  
Diagnostic Systems

**SCHENCK RoTec GmbH**  
Landwehrstraße 55  
64293 Darmstadt  
Germany

Phone: + 49 (0) 61 51 32-2311  
Fax: + 49 (0) 61 51 32-2315  
eMail: rotec@schenck.net  
www.schenck-rotec.com

## Open seminars / courses at Darmstadt and other locations

### Conditions for payment / Seminar fee

Prices / fees have to be understood as net lump sum per participant, unless stated differently. Any applicable legal VAT and/or other tax will have to be added. Included are seminar / training documentation, provision of technical equipment, soft drinks and lunch during the seminar. Payment shall be done as 100% pre-payment one week prior to start of the seminar at the latest unless stated differently. Not included are the costs for customer's staff, i.e. wages, salaries, expenses for travelling and accommodation and all other costs which are not explicitly mentioned to be covered by us. Partial participation does not permit price reduction. Participants who are absent from the seminar for a significant time or totally do not receive a certificate of attendance.

### Conditions for cancellation of registration / participation

Withdrawal from a seminar must be made in writing. In case of cancellation more than 4 weeks before the start of the seminar, no charge will be applied; after this time, 30% of the full fee will be charged, and from the last 2 weeks on, 100%.

### Invoice

About 2 weeks prior to a seminar the invoice shall be sent.

### Registration

Due to the limited number of participants, we recommend prompt written registration. By registering, you formally accept our terms and conditions of business.

### Confirmation

We will confirm your registration immediately, although we reserve definitive acceptance. If the minimum number of participants is not reached, we will notify you approx. 2 weeks before the start of the seminar and offer you a replacement date.

### Training time

Start of training on first day      09:00 a.m. (09:00 hrs)  
End of training on last day      04:00 p.m. (16:00 hrs)  
(unless agreed differently) Note: CET/CEST applies in Germany

## Seminars / courses for single clients as in-house course or at Darmstadt

### By arrangement

These exclusive seminars are offered individually with consequent confirmations.

Certified according to:

DIN EN ISO 9001  
DIN EN ISO 14001  
VDA 6.4  
Ford Q1



DE AEOC 105616

Board of Management:  
Jörg Brunke (Chairman)  
Susanne Schlegel

Registered Office:  
Darmstadt  
District Court Darmstadt  
HRB 1732  
VAT ID no. DE 811 113 684

Banks:  
Deutsche Bank AG, Darmstadt  
Account: 0 111 260  
Bank code: 508 700 05  
IBAN: DE95508700050011126000  
SWIFT: DEUTDEFF508

Commerzbank Darmstadt  
Account: 13 83132  
Bank code: 508 400 05)  
IBAN: DE54508400050138313200  
SWIFT: COBADEFF508f

## General

### General terms and conditions

The laws of the Federal Republic of Germany shall apply with the exception of all of the provisions governing the conflict of laws and the UN Convention for the International Sale of Goods (CISG). Court of jurisdiction is Frankfurt (Main), Germany.

Otherwise the "Schenck General Terms and Conditions of Delivery and Installation" as well as our "General Conditions for Training and Seminars" in the most current version at the time of the conclusion of contract shall apply exclusively.

### Contact

Mr. Veit T. Bleistein

E-Mail: [bleistein@schenck.net](mailto:bleistein@schenck.net)

Tel: +49 6151 32-1298

Mrs. Corinna Moz

[Corinna.Moz@schenck.net](mailto:Corinna.Moz@schenck.net)

+49 6151 32-1321

### Address / Training location for Seminars at Darmstadt \*1)

Schenck RoTec GmbH

Division B

Landwehrst. 55

64293 Darmstadt

GERMANY

[www.schenck-rotec.de](http://www.schenck-rotec.de)

[academy@schenck.net](mailto:academy@schenck.net)

Fax: +49 6151 32-2315

\*1) Meeting point: Reception at Gate 1, Landwehrst. 55 (unless agreed differently)