

Training - General Terms and Conditions

1. Registration :

To guarantee enrollment, we must receive a PO (Purchase Order) and / or a Registration form mentioning:

- Course title and dates
- Name of each attendee and contact information (email, fax)
- Billing Address and contact person (training manager)
- VAT Nr
- PO Nr

The registration is official when we have sent you a Westcon Security confirmation.

2. Rescheduling :

Training planning is under condition of sufficient subscriptions. Westcon Security reserves the right to reschedule and relocate the training. Only in case of relocation, the participant has the right to a refund. Westcon Security will not be held responsible for unexpected problems or fees associated with travel arrangements due to a cancelled class.

3. Training changes :

Westcon Security reserves the right to alter course descriptions, fees and availability of classes anytime without notice, and to cancel classes, with or without reason. In this case, all registered and confirmed participants will receive notification in writing, via email or fax, before the start of the class. Confirmed participants will receive an immediate refund of all class fees or may retain their confirmation for the next available class. Westcon Security will not be held responsible for unexpected problems or fees associated with travel arrangements due to a cancelled class.

4. Cancellation Policy :

If you need to cancel an enrollment in one of our classes, please contact us as soon as possible and immediately send us notification in writing (fax or email) of your intention to cancel your attendance. Cancellation of a training is acceptable only by a written notice to Westcon Security. A reschedule of a training on request of the participant or the principal is equivalent to a cancellation. Cancellations result in a 50% cancellation fee.

Cancellation during the last 8 days before the training and no-shows will result in a 100% cancellation fee. If you cannot attend a class, you may send a substitute at no additional charge. Please notify us of these changes.

5. Payment :

All mentioned prices are exclusive taxes. The invoice is due to the agreed payment terms but at the latest 8 days before the beginning of the training. Westcon Security has the right to deny the access to the training if previous obligations are not fulfilled. All extra costs are charged to the defaulter.

6. Intellectual and industrial properties :

Westcon Security and his suppliers keep all the rights to the intellectual and industrial properties for the used material. For the training material with intellectual and industrial properties, the participants have no right to pass and/or loan to a third party and/or multiply training and study material in any way.

7. Responsibility :

Westcon Security is not responsible for any damage as a result of these training services.

8. Acceptance :

By subscribing to the training, you accept these terms and conditions.

Westcon Academy

Tel. +32 2 461 01 44
Fax +32 2 461 01 30
wa@westconsecurity.be
<http://wa.westconsecurity.be>

Westcon Security

Medialaan 18b
1800 Vilvoorde
Tel. +32 2 461 01 70
Fax +32 2 461 01 30
info@westconsecurity.be
<http://be.securitypoint.westcon.com>