

General Terms and Conditions of the Lecturer Beate Richter for Workshops of the Wissenschaftlichen Schreibwerkstatt Berlin (WSB)

1. Scope of Application

The GTC regulate the contractual relationship between participants in the WSB online workshops and the lecturer Beate Richter. The GTC are accepted by the participant by registering via the website www.WissenschaftlicheSchreibwerkstatt.de, i.e. by filling in and sending the registration form, and apply for the entire duration of the business relationship. Any other or contradictory GTC of the participants are hereby expressly rejected. The terms and conditions set forth herein shall be deemed accepted and any conflicting terms and conditions shall be deemed dropped unless a written agreement to the contrary regarding amendments, supplements and ancillary agreements has been signed by both contracting parties.

2. Registration / Conclusion of the Contract

Registration for the online workshops takes place via the registration form on the website www.WissenschaftlicheSchreibwerkstatt.de, by e-mail or by telephone. By sending the registration via the form or registering by telephone, the participant makes a binding registration. Immediately after receipt of this registration, Beate Richter will send a confirmation by e-mail with an invoice for the fees due for the selected online workshop. Only after receipt of the payment on Beate Richter's account will the participant receive an admission to the respective online workshop. This declaration of admission (confirmation of workshop participation) is sent to the participant by Beate Richter by e-mail or letter.

3. Services

The scope and nature of the contractual services result from the WSB programme. By registering for a particular workshop via the registration form, the type and scope of services are agreed. The relevant information can be found on the website www.WissenschaftlicheSchreibwerkstatt.de under Workshops and in the programme booklet of the current year.

4. Workshop Fees, Payment and Admission Requirements

The fees for online workshops are per person and event and can be found in the current price list at www.WissenschaftlicheSchreibwerkstatt.de or in the programme booklet. This includes the costs for the respective documents (scripts). The fees must be paid in advance by the participants to Beate Richter's account. The number of participants is limited to 15. Should there be a time overlap between transfers and the closing of a workshop (from the 16th person), participants who can no longer be admitted will receive a full refund. Admission for a follow-up date is possible.

5. Withdrawal / Cancellation from Online Workshops or Absence

Cancellation of a registration is possible up to 10 days before the workshop starts without any costs. If a cancellation is made up to 3 days before the start of the workshop, the participant will be refunded 50% of the fees paid. From the 3rd day before the start of the workshop, there is no entitlement to a refund of the fees if the participant cancels. In each of the above cases, it is possible to name a substitute person who will take over the paid workshop place. If the participant does not appear at the workshop dates without cancellation, there is also no entitlement to a refund of the fees.

6. Conduct the online workshops

Online workshops are held with a minimum of 6 participants. If this number is not reached by 3 working days before the workshop starts, the workshop will be cancelled and the participants will be informed by e-mail. In the event of a workshop being cancelled without replacement, all participants will receive a refund of the workshop fees. Participants have no further claims against Beate Richter, in particular claims for damages (e.g. cancellation fees for travel and hotel costs), in the event of changes to or cancellation of workshops.

7. Right of Cancellation

Cancellation Policy:

Consumers have the right to revoke their contractual declaration in writing (e.g. letter, e-mail) within 14 days without stating reasons. The period begins with the receipt of these instructions or the sending of the registration form for an online workshop via the website www.WissenschaftlicheSchreibwerkstatt.de. To comply with the cancellation period, it is sufficient to send the cancellation in good time to: Beate Richter, Sundgauer Str. 100, 14169 Berlin; kontakt@WissenschaftlicheSchreibwerkstatt.de

Revocation Consequences:

In the event of an effective revocation, the services received by both parties must be returned and any benefits derived must be surrendered. If the services received cannot be returned at all or cannot be returned in part, the consumer must pay compensation.

Special Instructions:

The right of cancellation expires prematurely if the participant has initiated the service himself/herself before the end of the cancellation period (e.g. by participating in the workshop).

8. Copyright

The written workshop materials of the lecturer Beate Richter (of the Wissenschaftlichen Schreibwerkstatt Berlin) are protected by copyright and may not be reproduced or distributed. Any use of the lecturer's (Beate Richter) teaching and learning materials for commercial purposes, in particular the scripts, worksheets and slides, is prohibited. The website at www.WissenschaftlicheSchreibwerkstatt.de contains information, texts, graphics and source texts that are protected by copyright in favour of the Wissenschaftliche Schreibwerkstatt Berlin or in individual cases also in favour of third parties.

9. Liability and Compensation

Participation in WSB workshops is always at the participant's own risk. Beate Richter accepts no liability towards participants for accidents during the events, on the way to or from the venue, or for theft or loss of or damage to objects of any kind.

10. Data Protection

All data transmitted to Beate Richter shall be collected, stored and processed solely for the purpose of performing the services or fulfilling and processing the contract. Beate Richter points out that personal data will be stored for the duration of the contractual relationship insofar as this is necessary to fulfil the purpose of the contract. The user agrees to this storage.

11. Final Clause

All changes to these terms and conditions must be made in writing and confirmed by Beate Richter by signature. If parts of these terms and conditions are or become invalid, this shall not affect the validity of the remaining provisions. The invalid provision shall be replaced by mutual agreement with a provision that is best suited to achieve the desired and economic purpose, taking into account the interests at stake. The contractual relationship between Beate Richter and the participant or consumer shall be governed exclusively by German law, to the exclusion of international sales law. As far as permissible, the place of jurisdiction is Berlin.

Signed Beate Richter

8 March 21