

Terms and Conditions

1. These terms and conditions apply to the mutually consenting business relationship between QuadS and the Customer's signing representative who warrants that they have the necessary authority to bind the customer to these conditions.
2. A firm order may be constituted by; a customer order (number), the signing of this document, or any other written communication including an e-mail requesting QuadS to go ahead and assign dates to a particular intervention.
3. Cancellation fees are governed by the following table;

Changes & Cancellation	6 weeks	3 weeks	1 week
Change of Workshop Confirmed Date	No Chg.	30%	50%
Cancellation	50%	75%	100%

4. Payment is due on presentation of invoice. The fees indicated in the quote or within the proposal, or any other written or verbal communication, are superseded by the invoice. These fees do not include;
 - o travel or accommodation incurred outside the Gauteng area, which will be charged separately at cost,
 - o venue, and peripheral costs associated with the venue and any costs incurred by the delegates in attending the workshops,
5. QuadS and Infoteam Consulting cannot be held responsible for damages which are consequential or otherwise, that may arise from the use of our products or services including reports on individual delegates which are intended to provide the basis for constructive coaching of the sales process.
6. The order and associated terms and conditions are valid for 3 months from the time of the original quotation.

Intervention Required	Duration	Start Date	End Date
Customer Acceptance:		QuadS Acceptance:	
Name:	Signature	Name:	Signature
Designation	Date: yyyy/mm/dd	Designation	Date: yyyy/mm/dd