

## General Terms and Conditions

### 1. General Provisions

1.1. These General Terms and Conditions and conditions for using gReception services (hereinafter referred to as "GTC") govern the rights and obligations of the operator and users when using the services provided by the operator via the user interface of the [www.greception.com](http://www.greception.com) website or a standalone application located on it (hereinafter referred to as "Web").

1.2. The operator of the Web and provider of the services offered on the Web is the company GLOBAL SERVICES & ASSISTANCE, s.r.o (hereinafter referred to as "Operator").

1.3. When browsing, otherwise using the Web or using the services offered on the Web, you give consent to the Operator's GTC. These GTC also regulate the rights and obligations of users when using the Web and other related legal relations.

1.4. In order to use the services provided by the Operator of the Web, the user is required to register on the Web first. Then he/she should read these GTC. By using Web gReception.com you agree with the General Terms and Conditions of service gReception.

1.5. Via the Web, the Operator provides users with services ready for the organization of professional events (conferences, workshops, symposia, seminars, congresses, trade fairs and exhibitions) or informal on-line events. According to these GTC, the "user" refers to both a (potential) participant in an industry event and a (potential) organizer.

1.6. Both individuals and legal persons may be the users of gReception services. Individuals concluding any contract with the Operator must be fully qualified for legal acts. Minors may conclude contracts with the Operator only with the consent of their legal guardians and under their supervision.

1.7 These GTC may be changed by a unilateral decision of the Operator and such a change is effective from the date of its publication on the Web. The user is obliged to get familiar with the current version of the GTC before each use of gReception services. If a user disagrees with the new GTC, he/she is entitled to withdraw from the contract and cancel his/her registration on the Web. 1.8. For the purposes of registration, as well as for concluding a contract, every user of the Web is required to specify accurate, correct and truthful information about themselves at the moment of the registration or conclusion. If there is a change in his/her registration data, the user is obliged to update this information before the next use of gReception services which require registration. Knowingly providing false, incorrect or incomplete information may be treated according to relevant legislation, including criminal law.

## **2. Copyright**

2.1. The user acknowledges that the content of the Web is protected by regulations on copyright protection and other regulations governing the protection of intellectual property. The user is not allowed to reproduce, copy, distribute, sell, or transfer the content of the Web; to change, modify or get otherwise involved in the content of the Web, unless a separate contract between the Operator and the user specifies otherwise. The user is not entitled to use the Web for commercial purposes which are not covered by a contract between the Operator and the user (client). The user is neither authorized to provide access the content of the Web for these purposes in any way, unless a separate contract between the Operator and the user specifies otherwise. The user is not allowed to use any automated processes for gathering the content of the Web or using it in another way.

2.2. Trademarks, trade names, graphics, design elements or applications located on the Web constitute intellectual property of the Operator and cannot be used in any way without his prior written consent, except for being used within the legitimate use of the gReception service.

## **3. User Account**

3.1. To obtain a user account, a potential user has to register on the Operator's Web. During registration, the user shall specify at least his/her name, surname and contact e-mail address. A message with a confirmation link will then be sent by the Operator to the user's registration e-mail. After the registration is confirmed via the confirmation link, a user account will be set up and activated for the user.

3.2. In accordance with the procedure described in paragraph 1.3 of these GTC, the Operator will create and activate a user account and assign a user-chosen username and password to it. The user is obliged to protect his/her username and password and shall not disclose it to third parties. In case of an unauthorized disclosure of a username and password to a third party, the user is obliged to immediately report the fact to the Operator on the form that is available on the Web under the Security link. After the particular data is sent through this form, the Operator will block the user account. The Operator is not liable for any damage caused by a third party that used the user's username and password before the user account is blocked.

3.3. The user acknowledges that his/her user account may not be available continuously and the Operator is entitled to temporarily deny users' access to their accounts during a period of necessary system maintenance.

3.4. In case of having a reasonable suspicion that a user violated or intends to violate the copyrights of the Operator or other parties, intellectual property rights of the Operator or other parties, or the provisions of these GTC, the Operator is entitled to lock the user's access to his/her user account or to completely cancel the account and prevent the user from any further use of gReception services.

## **4. Organizing Activities Using gReception Services**

4.1. A user who wants to organize a professional event using the gReception services, i.e. the organizer, is entitled, after his/her registration and the conclusion of a contract with the

Operator, to use the Web-supported services which will facilitate the organization of such a professional event. Detailed terms and conditions will be set in the contract.

4.2. The Operator is not liable for damages resulting from the consequences of mistakes or false information provided by individual users.

## **5. Technical Conditions**

5.1. The Operator is not responsible for the impossibility of using gReception services by a user who does not have the software and hardware needed to use the Web.

5.2. The Operator secures the Web against unwarranted interference by third parties, virus attacks etc. However, the user acknowledges that he/she is required to have a properly secured PC, tablet, mobile phone etc.

5.3. The user is neither authorized to examine, explore or test the security of the Web, nor to break the technical security elements of the Web. The user is further not authorized to use any automated systems for downloading data from the Web and monitoring the Web or other users. The user is not allowed to reproduce or exploit processes to monitor the content of the Web in any way. The user is not allowed to log on to a user account of a third party or to try to break the security of user accounts. The user is not allowed to use any technical resources to interfere the Web for the purpose of overloading, flooding or denying its functionality.

5.4. Violation of the Web, its content, security or functionality, or attempts to such an unwarranted interference will be considered a breach of legislation and dealt with in a corresponding way. The Operator is entitled to warn such a user about the possible violations first and demand a remedy within 48 hours. If a remedy is not achieved, the Operator is entitled to cancel the user account and technically prevent further use of the Web.

5.5. The user is obliged to comply with the legislation and shall not upload any content that would violate rights of third parties in comments, discussions, etc. The user is further not allowed to upload any content the nature of which would be racist, discriminatory, offensive, or of a sexual character. The user is not authorized to insert commercial messages or commercial links to direct or indirect competitors of the Operator, i.e. entities providing online services in the field of organizing professional events or other services related to event organization. The Operator reserves the right to delete such comments, messages or entire discussions.

5.6. The Operator is entitled to monitor comments, messages and entire discussions for the purpose of securing the above mentioned obligations.

5.7. The Operator is not liable for any links to third party websites or user protection in cases when they enter a website of a third party after clicking on such a link. In such a case, the user should be particularly cautious when providing any information to a third party website. He/she should first read especially the general terms and conditions, privacy policy and terms of use of the third party website.

## **6. Privacy**

6.1. The Operator is entitled to process personal data of users to the extent necessary for the use of the offered gReception services. When completing registration, the user gives consent

to the Operator to process his/her personal data, especially in the scope of processing his/her name, surname and e-mail, for the duration of the user's registration to the service.

6.2. The Operator processes and protects personal data according to Act no. 101/2000 Coll., On the Personal Data Protection, as amended.

6.3. The user is obliged to make any change in personal data in his/her user account and ensure that the personal data contained in the user account is current and correct. The user is obliged to provide information correctly, truthfully and completely.

6.4. Personal data is processed in order to manage user accounts. Only the data provided with the users' consent is processed. Personal data is processed automatically and the Operator is entitled to appoint a third party to automatically process personal data. The Operator is entitled to transfer the processed personal data to a third party only for the purpose of ensuring the implementation of the gReception services offered via the Web if the service is operated by a third party, and only to the necessary extent required by such a service.

6.5. Providing personal data is voluntary, but to the extent specified in the first paragraph of this article, it is needed to use gReception services and perform the contracts between the Operator and users. The user has the right to withdraw his/her consent with the processing of personal data at any time by writing to the Operator's e-mail address [info@gservices.cz](mailto:info@gservices.cz). The user acknowledges that if it is no longer possible to keep his/her user account due to withdrawing consent with the processing of personal data, the operator will cancel it.

## **7. Final Provisions**

7.1. The legal relationship between the Operator and the user is governed by Czech law, unless the contracts concluded between the Operator and users state otherwise.

7.2. In addition to these GTC, the user is obliged to follow all local legal norms of the country he/she is located in when using the web.

7.3. The Operator secures the observance of copyright and any other rights and asks the user to do the same. If a user encounters an infringement of copyright or other rights, he/she may send a message about the suspicion to the Operator's address [info@gservices.cz](mailto:info@gservices.cz).

7.4. The Operator is entitled to interrupt or suspend any gReception service. The Operator is, in any case, not liable to the user for any damage caused by a temporary or permanent unavailability of the Web or some of its applications.