

**THINK GREEN**

**Commercial Terms and Conditions**

**Updated: 20-08-2024**

[contact@think-green.co](mailto:contact@think-green.co)

# **THINK GREEN**

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# **THINK GREEN**

## **1. Introduction**

Welcome to Admin Services ("Company"). These Commercial Terms and Conditions ("Terms") govern all agreements, offers, and services provided by the Company to its customers ("Clients"). By accessing or using our services, you agree to be bound by these Terms.

For assistance, please contact us:

- **Registered Address:** Meir 78, 2000 Antwerp, Belgium
- **Email:** [contact@think-green.co](mailto:contact@think-green.co)

If you disagree with any part of these Terms, please refrain from using our services.

## **2. Applicability**

2.1 These Terms apply to all agreements, offers, and services provided by the Company to Clients.

2.2 Deviations from these Terms are only binding if explicitly agreed upon in writing.

## **3. Definitions**

- **Agreement:** Any contractual arrangement between the Company and the Client.
- **Services:** All activities and deliverables provided by the Company.
- **KYC:** The process of verifying the Client's identity and compliance with applicable laws.

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## **4. Client Obligations**

4.1 Clients must provide accurate documentation for KYC verification, including:

- Trade register extracts
  - Identification of authorized representatives
  - Proof of address
  - Financial statements (if required)
- 4.2 Non-compliance may result in suspension or termination of services.

## **5. Offers and Agreements**

5.1 All offers are non-binding unless explicitly stated otherwise.

5.2 Agreements are valid only when confirmed in writing by the Company.

## **6. Prices and Payment**

6.1 Prices are exclusive of VAT unless stated otherwise.

6.2 Payments must be made within 30 days of the invoice date.

6.3 Late payments incur statutory interest and collection costs.

## **7. SEPA Direct Debit Services**

### **7.1 SEPA Direct Debit Overview**

The Company adheres to European SEPA Direct Debit regulations, ensuring secure payment processing.

### **7.2 Cancellation Policy**

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- Clients may cancel a direct debit up to one (1) day before the scheduled debit date by providing written notice.
- For services already delivered or products already received, cancellations will take effect in the next delivery cycle.
- For digital products or services, cancellations are effective the day before the debit date.

## **7.3 Delivery and Cancellations**

Cancellations for services or products already delivered will only apply to future cycles.

## **7.4 Data Removal in Compliance with GDPR**

Upon cancellation, the Company will delete all Client data in compliance with GDPR regulations.

## **7.5 Registration Methods**

Clients may register for SEPA Direct Debit via:

- Online sales campaigns
- Social media promotions
- The Company's website
- Offline sales campaigns conducted at public locations

## **7.6 Specific Debit Dates**

Clients can request a specific debit date (e.g., the 18th of each month). Otherwise, debits will occur on dates chosen by the Company.

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## **8. Delivery of Services**

8.1 Services are delivered according to the timelines specified in the Agreement.

8.2 Delays caused by incomplete documentation are not the Company's responsibility.

## **9. Compliance and Anti-Money Laundering (AML)**

9.1 The Company complies with AML regulations and reserves the right to terminate services for illegal activities.

## **10. Confidentiality**

10.1 Both parties must keep all confidential information private, even after the termination of the Agreement.

## **11. Intellectual Property**

11.1 Intellectual property rights related to the Services remain with the Company unless explicitly transferred.

## **12. Termination**

12.1 Agreements may be terminated for material breaches if not remedied within 30 days.

12.2 The Company may terminate services for KYC or AML non-compliance.

## **13. Governing Law and Jurisdiction**

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13.1 These Terms are governed by European Union law and relevant national laws.

## **14. Updates and Amendments**

14.1 The Company reserves the right to amend these Terms periodically. The latest version will always be available online.

## **15. Force Majeure**

15.1 The Company is not liable for delays caused by unforeseen events beyond its control.

## **16. Liability**

16.1 The Company's liability is limited to direct damages covered by liability insurance.

## **17. Data Protection**

17.1 The Company processes personal data in accordance with GDPR regulations.

## **18. Consumer Rights**

18.1 Consumers may withdraw from online agreements within 14 days of receipt under EU law.

## **19. Cross-Border Transactions**

19.1 For EU deliveries, the Company complies with Directive 2006/112/EC on VAT systems.

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## **20. Dispute Resolution**

20.1 Disputes may be resolved using the European Commission's ODR platform.

## **21. Sustainability Commitment**

21.1 The Company is committed to eco-friendly practices, including sustainable packaging and logistics.

## **22. Product Guarantees**

22.1 The Company guarantees its products for 12 months against defects.

## **23. Recycling and Take-Back Program**

23.1 Clients are encouraged to return used products for proper recycling or disposal.

## **24. Other Provisions**

24.1 If any provision is found invalid, the remaining provisions remain in effect.