

General Terms and Conditions

GENERAL PROVISIONS

1. Identification

ExperAdmin is a business with its registered office at Rue de la Bourse 34, 4470 Stockay, Belgium, under enterprise number BE1012 290 020.

2. Application

These General Terms and Conditions apply to all resources and services provided by ExperAdmin, unless otherwise agreed in writing.

By ordering, accessing or agreeing to a resource or service, the client or user accepts these General Terms and Conditions.

3. Mission

ExperAdmin provides professional resources and services for Business Owners, Executives and Executive Assistants.

The content, scope, price and specific conditions of each resource or service are communicated separately.

4. Intellectual Property

All ExperAdmin resources and content remain protected by applicable intellectual property rights.

Unless otherwise stated, they are for the recipient's own use and may not be reproduced, sold, distributed or made available to third parties without ExperAdmin's prior written permission.

5. Confidentiality

Both parties undertake to treat confidential information received in connection with the services with due care and not to disclose it to third parties, except where necessary for the performance of the services, with the other party's consent, or where required by law.

6. Data Protection (GDPR)

Personal data is processed in accordance with applicable data protection legislation. Further information is provided in ExperAdmin's Privacy Policy.

7. Liability

To the extent permitted by law, ExperAdmin's liability is limited to direct damages and to the amount paid for the resource or service giving rise to the claim.

8. Force Majeure

Neither party shall be held liable for any delay or failure in the performance of its obligations where such performance is prevented by an event beyond its reasonable control.

Such events include, but are not limited to, serious illness or accident, acts of public authorities, strikes, epidemics or pandemics, war, natural disasters, power or internet outages, or any event rendering performance temporarily or permanently impossible.

In the event of temporary force majeure, obligations shall be suspended for the duration of the event. In the event of permanent impossibility, either party may terminate the collaboration without penalty.

9. Severability

If any provision of these General Terms and Conditions is held to be invalid or unenforceable, in whole or in part, the remaining provisions shall remain fully valid and enforceable.

10. Governing Law and Jurisdiction

These General Terms and Conditions are governed by Belgian law.

Any dispute relating to their interpretation or execution shall be submitted to the competent courts in accordance with applicable law.

PART I: RESOURCES

11. Resources

Resources include playbooks, guides, courses and other professional or educational content, whether free or paid.

Resources are provided for informational and educational purposes. Their use and any decisions resulting from them remain the responsibility of the user.

12. Purchase and Access

Where payment is required, the applicable price and payment conditions are communicated before purchase.

Consumers benefit from the right of withdrawal in accordance with applicable law. Where this right does not apply or is lost following the consumer's express consent, the consumer will be informed before purchase.

PART II: SERVICES

13. Services

Services include individual advisory sessions, consulting, mentoring and other professional support. The scope and specific conditions of each service are communicated separately or defined in an agreement with the client.

14. Nature of the collaboration

ExperAdmin undertakes to perform its services with due care and professionalism on a best-efforts basis. All strategic, financial, and operational decisions remain the responsibility of the client.

The client undertakes to provide accurate and timely information necessary for the proper execution of the services.

Any change to the agreed scope requires the prior agreement of both parties.

15. Fees and Payment

The applicable fees and payment conditions are communicated or agreed before the service is provided.

16. Duration and Termination

Either party may terminate an ongoing collaboration with one (1) month written notice.

ExperAdmin reserves the right to terminate the collaboration with immediate effect in the event of non-payment, breach of trust, or any circumstance that makes continued collaboration reasonably impossible.

Termination does not affect payment obligations already incurred.