

General Terms and Conditions (GTC) - Consulting for Recruiting and for Employee Commitment

The following General Terms and Conditions (GTC) govern the service of Consulting for Recruiting and Employee Commitment provided by Brandmeier Consulting, Weinzierlstraße 27, 93057 Regensburg, represented by Ann-Kathrin Brandmeier (hereinafter "service provider"), and the company using this service (hereinafter "client").

1. Scope of Application

These GTC apply to the booked service of Consulting for Recruiting and of Consulting for Employee Commitment (hereinafter "consulting").

Differing terms and conditions shall not apply unless the client and service provider agree otherwise in writing.

2. Subject of the Contract

The client books the service provider as a consultant.

2.1. Hourly Booking

The client books the service provider on an hourly basis.

2.2. Booking "All-Round Carefree Package Recruiting-Consulting"

This package includes the following services:

- analysis of the company's corporate identity
- analysis of job advertisements and application intake
- analysis of the current application process
- identification of the company's strengths
- revising the company's image
- creation of templates for job advertisements
- revision of the application process
- training of the relevant company departments
- support and answering of any arising questions
- 10 hours of consulting

2.3. Booking "All-Round Carefree Package Employee-Commitment-Consulting"

This package includes the following services:

- analysis of the turnover of employees
- analysis of sickness rate
- analysis of the current mood within the company through a survey
- identification of the company's strengths
- identification of suitable additional benefits
- finding further solutions to strengthen the team spirit and employee satisfaction in a workshop
- support and answering any arising questions
- 8 hours of consulting

2.4. Booking "Rotating Group-Workshops on Employee Recruiting and Employee Commitment"

The client books a slot in the group-workshop.

3. Duration of the Contract

The contract starts with booking the service or with a written agreement on collaboration. The contract is valid until one of the two contracting parties terminates it in writing with a two-week notice period.

4. Fee

The initial 15 minute conversation is non-binding and free of charge.

4.1. Hourly Billing

The fee for regular consulting is 120.00€ per hour. The client will receive an invoice after each session. This invoice must be paid within one week to the account specified therein.

If an agreed appointment is canceled less than 12 hours before the appointment or is not attended without prior notice, the client will be charged 30.00€ for the resulting loss of earnings.

Pursuant to Section 19 (1) of the German Value Added Tax Act (UStG), no VAT is charged.

4.2. Booking "All-Round Carefree Package Recruiting-Consulting"

The package price is 1,100.00€. For on-site appointments, travel and arrival costs will be added.

The client receives a monthly invoice for the hours of consulting provided by the service provider in that month at an hourly rate of 120.00€. The amount stated on the invoice must be transferred to the account specified therein within one week of receipt.

If an agreed appointment is canceled less than 12 hours before the appointment or is not attended without notice, the client will be charged 30.00€ for the resulting loss of earnings.

Pursuant to Section 19 (1) of the German Value Added Tax Act (UStG), no VAT will be charged.

4.3. Booking "All-Round Carefree Package Employee-Commitment-Consulting"

The package price is 850.00€. For on-site appointments, travel and arrival costs will be added. The client receives a monthly invoice for the hours of consulting provided by the service provider in that month at an hourly rate of 120.00€. The amount must be transferred to the account specified therein within one week of receipt of the invoice.

If an agreed appointment is canceled less than 12 hours before the appointment or is not attended without notice, the client will be charged 30.00€ for the resulting loss of earnings.

No VAT is charged in accordance with Section 19 (1) of the German Value Added Tax Act (UStG).

4.4. Booking presentations with varying topics on employee recruitment and retention (Online: 1 hour)

The fee for a slot is 30.00€ per person. The client will receive an invoice after each presentation. This invoice must be paid within one week to the account specified therein.

Pursuant to Section 19 (1) of the German Value Added Tax Act (UStG), no VAT is charged.

5. Liability

The service provider assumes no liability for the implementation of the goals or measures agreed upon during the consultation and is not liable for any damages that may arise for the client as a result of the consulting. Both parties are liable for damages they cause to each other through intent or gross negligence.

6. Termination of Contract

The contract may be terminated by either party in writing with two weeks' notice.

If the client uses consulting hours during the notification period, he will be charged for these hours.

7. Confidentiality

The contracting parties undertake to keep all confidential information exchanged

within the scope of the consulting confidential and not to disclose it to third parties. This confidentiality obligation shall remain in effect even after the termination of the contract.

8. Severability Clause

Should any provision of this contract be or become invalid or unenforceable in whole or in part, the validity and enforceability of the remaining provisions shall not be affected. In place of the invalid or unenforceable provision, a valid and enforceable provision shall be deemed agreed that most closely approximates the economic purpose of the invalid or unenforceable provision.

9. Supplementary Provisions

This contract is governed by German law.

Amendments and additions to this contract must be made in writing.