

# OFFICE 365 CUBE:

Increase productivity - increase skills and knowledge



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1. The Product comprises the following: Video content; online training delivery; e-books; hints and tips; online community
2. The charge for the Product is £270 plus VAT, or subscription of £27 + VAT per month.
3. Payment for use of the Product can be made as follows: Through online payment at the website [www.m365cube.com](http://www.m365cube.com)
4. By paying for the Product, Customer accepts the terms and conditions set out in this document.
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## Privacy Statement

We are committed to protecting your privacy. Authorised employees within the company on a need to basis only use any information collected from individual customers. We constantly review our systems and data to ensure the best possible service to our customers. Parliament has created specific offences for unauthorised actions against computer systems and data. We will investigate any such actions with a view to prosecuting and/ or taking civil proceedings to recover damages against those responsible.

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## Confidentiality

Client records are regarded as confidential and therefore, will not be divulged to any third party, other than our supplier(s) and if legally required to do so to the appropriate authorities. Clients have the right to request sight of, and copies of any and all Client Records we keep, on the provision that we are given reasonable notice of such a request. Clients are requested to retain copies of any literature issued in relation to the provision of our services. Where appropriate, we shall issue Client's with appropriate written information, handouts, or copies of records as part of an agreed contract, for the benefit of both parties.

We will not sell, share, or rent your personal information to any third party. Any emails sent by this Company will only be in connection with the provision of agreed services and products.

## Payment

Unpaid subscriptions will result in restricted access to the programme and withdrawal of associated licence. We reserve the right to seek recovery of any monies remaining unpaid sixty days from the date of invoice via collection Agencies and/or through the Small Claims Court in the event that the outstanding balance does not exceed £3000. In such circumstances, you shall be liable for any and all additional administrative and/or court costs.

## Cancellation Policy

Minimum 24 hours' notice of cancellation required within 30-day Refund policy. Notification for instance via email, will be accepted or cancellation from within your account. Other forms of communication including social media messaging or from within the CUBE are not accepted, as they can easily be missed.

## Termination of Agreements and Refunds Policy

There is a 30-day refund policy on CUBE membership. Once the payment plan begins, no refunds will be offered, and the payment plan must be paid.

## CUBE Content and Features Subject to Change

The content within CUBE is subject to change at the Company's discretion. Modules, Webinars, Features may be removed or added as CUBE is improved.

## Copyright Notice

Copyright and other relevant intellectual property rights exist on all text and images relating to the Company's services and the full content of this website.

## Communication

Please use [hello@appetiteforbusiness.com](mailto:hello@appetiteforbusiness.com) to get in touch with us.

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## General

The laws of Scotland govern these Terms and Conditions. By accessing this programme, you consent to these terms and conditions and to the exclusive jurisdiction of the Scottish courts in all disputes arising out of such access. If any of these terms are deemed invalid or unenforceable for any reason (including but not limited to the exclusions and limitations set out above), then the invalid or unenforceable provision will be severed from these terms and the remaining terms will continue to apply. Failure of the Company to enforce any of the provisions set out in these Terms and Conditions and any Agreement, or failure to exercise any option to terminate, shall not be construed as waiver of such provisions and shall not affect the validity of these Terms and Conditions of any agreement or any part thereof, or the right thereafter to enforce each and every provision. These Terms and Conditions shall not be amended, modified, varied, or supplemented except in writing and signed by duly authorised representatives of the Company.

## Force Majeure

Neither party shall be liable to the other for any failure to perform any obligation under any Agreement which is due to an event beyond the control of such party including but not limited to any Act of God, terrorism, war, Political insurgency, insurrection, riot, civil unrest, act of civil or military authority, uprising, earthquake, flood or any other natural or man made eventuality outside of our control, which causes the termination of an agreement or contract entered into, nor which could have been reasonably foreseen. Any Party affected by such event shall forthwith inform the other Party of the same and shall use all reasonable endeavours to comply with the terms and conditions of any Agreement contained herein.

## Waiver

Failure of either Party to insist upon strict performance of any provision of this or any Agreement or the failure of either Party to exercise any right or remedy to which it, he or they are entitled hereunder shall not constitute a waiver thereof and shall not cause a diminution of the obligations under this or any Agreement. No waiver of any of the provisions of this or any Agreement shall be effective unless it is expressly stated to be such and signed by both Parties.

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## Notification of Changes

The Company reserves the right to change these conditions from time to time as it sees fit and your continued use of the site will signify your acceptance of any adjustment to these terms. If there are any changes to our privacy policy, we will announce that these changes have been made on our home page and on other key pages on our site. If there are any changes to our privacy policy, we will announced these changes on our appetiteforbusiness website and any other key pages related to this service. Any changes to our privacy policy will be posted on our website 30 days prior to these changes taking place. You are therefore, advised to re-read this statement on a regular basis.

These terms and conditions form part of the Agreement between the Client and ourselves. Your accessing of the programme and/or undertaking of a booking or Agreement indicates your understanding, agreement to and acceptance, of the Disclaimer.

Notice and the full Terms and Conditions contained herein. Your statutory Consumer Rights are unaffected.

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