



Terms and Conditions of Business

OilDoc GmbH, Kerschelweg 29, 83098 Brannenburg, represented by the Managing Director Dipl.-Ing. Rüdiger Krethe.

The following Terms and Conditions of Business shall govern the contractual relationship between participants in events, seminars and online training courses and the organiser, OilDoc GmbH.

Amendments and/or subsidiary agreements shall only be deemed valid if OilDoc GmbH confirms the same in advance in writing and such amendments and/or subsidiary agreements shall only apply to the respective individual transaction. Any conflicting terms and conditions of business of the participant shall not be accepted, even if no express objection has been raised against the same.

Target groups, seminar locations and registration fees can be found in the respective announcements and/or seminar prospectuses.

1. General provisions

Upon registering for seminars, events and online training courses or when placing an order for in-house training or consulting projects, the participant acknowledges OilDoc GmbH's Terms and Conditions of Business as binding.

2. Registration

Registrations for seminars and events, as well as requests for in-house training courses, must be made in writing (by mail, email, or online at register.oildoc.com). They only become legally effective upon written confirmation by OilDoc GmbH.

The number of participants is usually limited; places are allocated in the order in which registrations are received.

Upon receipt of the registration, OilDoc GmbH will send a confirmation of receipt. Participants will receive a binding confirmation of registration no later than two weeks before the start of the event. The contract is only concluded once this written confirmation has been received.

OilDoc GmbH reserves the right to reject registrations without giving reasons.

3. Registration fees and terms of payment

The fees published at the time of registration apply. All prices are net plus statutory value added tax. Unless otherwise specified in the respective program description, the seminar fee covers only participation in the event and the provision of all documents, handouts, materials, and certificates of attendance. Travel, accommodation, and meal expenses outside of seminar hours are not included.

The price of in-house training is based on the service description listed in the underlying offer. The organization of the event, in particular with regard to premises, technology, and catering, is the responsibility of the client, unless expressly agreed otherwise. The client must provide OilDoc GmbH with a binding notification of the number of participants no later than two weeks



before the start of the event. Printed seminar materials will be produced based on this information. The costs for seminar documents will be calculated based on the number of copies printed, and travel expenses will be calculated based on actual costs incurred.

If a company event takes place on the premises of OilDoc GmbH, lunch, drinks, and snacks are usually included in the participation fee, unless otherwise specified.

The participation fees for seminars are due within ten days of invoicing without deduction. For in-house training courses for clients based in Germany, invoices are issued on the date of the event and are payable within ten days of receipt. For clients based outside Germany, full payment in advance is required for both in-house training courses and other events and consulting services.

Payment of the invoice must be made by bank transfer or PayPal, quoting the invoice number. In addition, it is possible to pay by credit card via the registration portal at register.oildoc.com.

If subsequent changes to invoice details that have already been submitted, such as the billing address or order number, become necessary, OilDoc GmbH is entitled to charge a processing fee of EUR 15.00 for each invoice change.

4. Changes

OilDoc GmbH reserves the right to relocate events in terms of venue or time, to appoint a replacement speaker, or to cancel the event in the event of circumstances beyond its control, such as illness of a speaker or official requirements.

If the minimum number of participants (50% of the maximum number of participants per seminar) is not reached, OilDoc GmbH may also postpone or cancel the event. In this case, participants will be informed at least 14 days before the planned start of the event, if possible.

In the event of a postponement, participants can choose between:

- participation in the new event date or
- the refund of participation fees already paid.

If an event is canceled without replacement, OilDoc GmbH will refund any participation fees already paid in full. Further claims – in particular claims for damages, e.g. for travel or hotel costs – are excluded.

5. Withdrawals and cancellations, rebooking (applies to companies)

5.1. Withdrawals from seminars must be made in writing by participants already registered in writing. Such withdrawals must be sent to OilDoc GmbH, Kerschelweg 28, 83098 Brannenburg, Germany or info@oildoc.de. If a participant is unable to attend, another participant may take the place of the original participant without further charges being incurred. However, this requires the agreement of OilDoc GmbH. Should a participant cancel or rebook, the following fees shall be applied:

Up to twenty-eight (28) calendar days prior to the start of the event: 50 € administration fee
Up to fourteen (14) calendar days prior to the start of the event: 50% of the registration fee
Up to seven (7) calendar days prior to the start of the event: 75% of the registration fee
Fewer than seven (7) calendar days: full registration fee

The full fee shall be payable in the event of failure to attend (for whatever reason).

The effective date for this deadline is the date on which the statement of cancellation is received by OilDoc GmbH.



Different cancellation conditions apply to the biennial OilDoc conference.
(see: www.oildoc-conference.de).

5.2 Cancellation of an in-house training course or corporate seminar must be made in writing and sent to OilDoc GmbH, Kerschelweg 28, 83098 Brannenburg, Germany or to info@oildoc.de. The following processing fees shall be applied to cancellations:

Up to twenty-eight (28) calendar days prior to the start of the event: 100 € administration fee
Twenty-eight to fourteen (28-14) calendar days prior to the start of the event: 50% of the registration fee
Fewer than fourteen (14) calendar days prior to the start of the event: 100% of the registration fee

Non-refundable expenses, such as travel or printing costs, will be charged to the client in full.

The respective cancellation fee will be reduced by 50% if a replacement date is agreed within 3 months under the originally agreed conditions.

The decisive date for compliance with the deadline is the date on which OilDoc GmbH receives the notice of withdrawal.

6. Data privacy

The organizer will store participants' data electronically for internal purposes only. We treat your personal data confidentially and in accordance with the applicable data protection regulations and this [Data protection declaration](#).

7. Liability

OilDoc GmbH shall only be liable for damages caused by intentional or grossly negligent actions on the part of its employees. Any further liability is excluded.

The seminars are designed so that attentive participants can achieve the respective learning objectives. However, concrete training success is not guaranteed. OilDoc GmbH accepts no liability for damage resulting from incorrect or incomplete seminar content or documents, in particular for indirect damage or consequential damage.

The speakers are carefully selected by OilDoc GmbH based on their professional qualifications. Nevertheless, OilDoc GmbH does not guarantee the accuracy, timeliness, or completeness of the content or documents provided, nor does it guarantee that participants will achieve their individual learning goals.

Furthermore, the liability of OilDoc GmbH is limited to intent, gross negligence, and the breach of essential contractual obligations. In such cases, liability is limited to typical and foreseeable damages that may occur in the context of a seminar event.



8 Copyright

All working documents, video recordings, and online training courses are protected by copyright. Copying, reproduction, or distribution—even in part—is prohibited without the express consent of OilDoc GmbH and may result in criminal and civil penalties.

9. Place of performance, jurisdiction, validity

The place of performance is the registered office of OilDoc GmbH.

In business transactions with merchants, legal entities under public law, or special funds under public law, the exclusive place of jurisdiction for all disputes is the registered office of OilDoc GmbH.

Insofar as claims by OilDoc GmbH are not asserted in summary proceedings, the place of jurisdiction for non-merchants shall be their place of residence. If this is unknown at the time the action is brought, or if the client has moved their place of residence or habitual abode outside the scope of the law after conclusion of the contract, the registered office of OilDoc GmbH shall also be the place of jurisdiction.

The law of the Federal Republic of Germany shall apply exclusively.

Should any provision of this agreement be or become invalid, the validity of the remaining provisions shall remain unaffected. The invalid clause shall be replaced by a provision that comes as close as possible to the economic intent in a legally permissible manner. The same applies to any contractual gaps (severability clause).

The contract language is German.

Last update: September 2025