

## REGISTRATION FORM

Please fill in the coupon to register for an experiential course:

Title of the experiential-training course -: "*AlgeRitmo*"

Registration fee:

Duration: 5 days

### PARTICIPANT DATA

Name:	Surname:
Date of birth:	Address:
Nationality:	Country of residence:
City/State:	Post code:
Region:	Telephone:
E-mail address:	Mobile Phone:
Tax code:	VAT code:

Reference period of the experiential-training course you would like to participate in

<b>September 2016</b>	
- from 19 <sup>th</sup> to 23 <sup>rd</sup>	<input type="checkbox"/>
- from 26 <sup>th</sup> to 30 <sup>th</sup>	<input type="checkbox"/>
<b>October 2016</b>	
- from 3 <sup>rd</sup> to 7 <sup>th</sup>	<input type="checkbox"/>
- from 10 <sup>th</sup> to 14 <sup>th</sup>	<input type="checkbox"/>
<b>November 2016</b>	
- from 14 <sup>th</sup> to 18 <sup>th</sup>	<input type="checkbox"/>
- from 21 <sup>st</sup> to 25 <sup>th</sup>	<input type="checkbox"/>
<b>December 2016</b>	
- from 5 <sup>th</sup> to 9 <sup>th</sup>	<input type="checkbox"/>
- from 12 <sup>th</sup> to 16 <sup>th</sup>	<input type="checkbox"/>

**COMPANY DATA (to be completed only if a company has to register one of its employees)**

Company name:	
Address:	
City/State:	Post code:
Region:	Telephone:
E-mail address:	Web site:
VAT code:	Production sector:
Company contact person:	Position:

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Participant signature (acknowledgement of acceptance)

In case of registration by the company

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Signature company representative  
(stamp and position/organisational role)

## **INFORMATION ON THE TREATMENT AND COMMUNICATION OF PERSONAL DATA**

*CONFORM - Consulenza, Formazione e Management S.c.a.r.l. (hereinafter referred to as "CONFORM"), based in Avellino, at Collina Liguorini, as Data controller, hereby informs you, in accordance with Decree Law n. 196 of 30th June 2003 concerning personal data protection, as regards the use of the personal data (hereinafter referred to as "Data") that you provide to register for our experiential course "AlgherRitmo".*

*Processing of your data will respect principles of fairness, legality and transparency, and protection of your privacy and rights.*

*In particular, under Article 13 of Decree Law. n.196/2003, we hereby inform you that the data you provide will be handled for the following purposes:*

*1) sending newsletters, brochures and advertising material relating to other experiential courses, as well as communications and invitations for participation in events, conferences and various initiatives promoted by CONFORM S.c.a.r.l.;*

*2) fulfilment of all activities relating to experiential courses, events, conferences and other initiatives promoted;*

*3) statistical analysis and research in aggregated and anonymous form;*

*4) compliance with legal obligations foreseen in regulations, European Community regulations and civil and tax rules.*

*Data may be communicated by CONFORM S.c.a.r.l. to subjects that may be responsible for the management and implementation of the relationship between you and CONFORM S.c.a.r.l. and/or to persons whose right to access the data is recognized on the basis of the law, as well as trainers, tutors and employees of CONFORM S.c.a.r.l. offices and structures that may need to perform the above activities.*

*Your data may also be disclosed to third party companies whose collaboration CONFORM could use for data processing tasks.*

*Your providing data is optional, but essential to implement the aforementioned activities; refusal to provide data, in fact, makes it impossible to undertake the aforementioned activities.*

*The data will be processed, also with the help of electronic or automated means.*

*Data will not be disclosed to other parties outside of those formerly mentioned, nor will it be circulated.*

*Finally, we would like to remind you that, at any time, you may exercise your rights as regards the data controller under Article 7 of Decree Law 196/2003.*

*I hereby authorize CONFORM S.c.a.r.l. to process personal data for the purposes indicated*

*I accept*    *I do not accept*

*Date: \_\_\_\_/\_\_\_\_/\_\_\_\_*

\_\_\_\_\_  
*Participant signature (acknowledgement of acceptance)*

## GENERAL CONDITIONS

### 1. OBJECT

The object of these Contractual Clauses is the provision by CONFORM - Consulenza Formazione e Management S.c.a.r.l., in the manner described below, of experiential courses, whose educational and social activities and the relative program are available on the [www.makeitnow.it](http://www.makeitnow.it) website, where you can also see the video presentation and download the brochures.

The 6 courses combine the beauty of territories with people's creativity, allowing you to participate in an exclusive, immersive experience, as absolute protagonist, where the journey becomes an opportunity for professional growth, by getting involved in charming and unique atmospheres, open-air classrooms, custodians of resources that will help to enhance and improve your qualities, acquiring management techniques in an innovative way, through metaphors related to arts, traditions, gastronomy, innovation and sport. Engaging activities that will stimulate your senses, discovering a passion for Italian style through strolls, shopping and leisure time. Many stories to experience and tell of unique adventures.

6 metaphors for 6 experiential learning proposals for 6 managerial skills:

- Naples, the symbol of Problem Solving
- Rome, the celebration of Leadership
- Florence, the art of communication
- Venice, where a threat becomes an opportunity
- Milan, the capital of innovation
- Alghero, to live to the pace of an uncontaminated environment.

### 2. REGISTRATION

This signed contract must be sent to fax number 0825 756359 and/or by certified e-mail to [conform@certificazioneposta.it](mailto:conform@certificazioneposta.it) and/or by registered mail to:

CONFORM – Consulenza, Formazione e Management S.c.a.r.l., Collina Liguorini s.n.c, 83100, Avellino.

Registration is considered complete when CONFORM S.c.a.r.l. receives:

- The duly completed (in full) registration form signed by the Client
- These contract clauses, signed as acknowledgement of acceptance
- The payment of the registration fee, as disciplined by the provisions of the next point.

CONFORM S.c.a.r.l. will acknowledge receipt of the registration form by fax or by certified e-mail or by ordinary post to the name and address indicated on the form.

### 3. PARTICIPATION FEES-PAYMENT METHODS

**3.1** The prices listed on the [www.makeitnow.it](http://www.makeitnow.it) site are per person, unless otherwise specified. Prices on [www.makeitnow.it](http://www.makeitnow.it) are shown in Euro, the possible conversion of the price into different currencies is done automatically and does not correspond to the tariff charged to your credit card that may vary according to the different exchange rate applied by the credit card operator and any fees incurred for the exchange.

**3.2.** The registration fee includes participation in training-experiential activities and the use of support materials made available through the use of Apps loaded on Tablets.

**3.3.** The registration fee does not include costs not related to the planned experiential activities, such as travel and lodging expenses, commission fees for the issue of passports and visas, personal and baggage insurance, any drink or food not specifically mentioned in the activities foreseen in the training-experiential courses indicated in the brochure.

**3.4.** The Client has to pay a cash deposit fee of EUR 100 (one hundred) to cover costs resulting from damage to the devices (tablets) supplied to and caused by the user, that will be returned at the end of the course in which the client has participated in, i.e. provide a guarantee for the sum foreseen by leaving his/her credit card number. The temporary blocking of the amount specified on the credit card given as security, will not generate any movement in the client's bank account, therefore, not generating any charge. The pre-authorization obtained will "reserve" the amount, thus ensuring its availability in the event it becomes necessary to make the charge.

**3.5** The payment of the registration fee can be made:

- completing the purchase through the e-commerce system of the [www.makeitnow.it](http://www.makeitnow.it) platform, by paying with a credit card/Paypal system
- by bank transfer to: CONFORM – Consulenza Formazione e Management S.c.a.r.l. Collina Liguorini snc, 83100, Avellino IBAN: IT78G0539215102000000001602

no later than 30 (thirty) days prior to the reference experiential, training course.

**3.6.** Individual registration fees are published on the [www.makeitnow.it](http://www.makeitnow.it) and/or in the presentation brochures of each of the 6 experiential training courses.

**3.7.** Once payment has been made, CONFORM S.c.a.r.l. will issue an invoice. In the case of non-liability/non-taxable VAT regime operations, this exemption must be communicated in writing by the Client at the time of registration, specifying the reference norm.

#### **4. PROGRAMME CHANGES**

**4.1** The training-experiential courses will take place at the specified location/s on the dates indicated in the brochure and registration form.

**4.2** CONFORM S.c.a.r.l. reserves the right to cancel one or more editions of training- experiential courses, in the case of failure to reach the minimum number of participants, giving notice by certified e-mail and/or postal mail to Clients who have correctly completed registration and paid the registration fee according to the aforementioned terms and by the aforementioned time.

This notification will be given 20 (twenty) days prior to the start date of the training-experiential course as regards the chosen edition.

**4.3** In the case of cancellation, CONFORM S.c.a.r.l. undertakes to return the sum already paid by the Client within 30 (thirty) business days, or if the client is interested and formally accepts, to substitute the cancelled training course with another of the proposals that take place during the same reference period.

**4.4** The Client may also request, within 25 (twenty-five) days prior to the start date of the training-experiential course, replacing the edition date of the chosen course with another planned course, after checking with CONFORM S.c.a.r.l. availability, or require the replacement of the participant's name, ensuring he/she provides in writing all the personal details.

In the absence of a formal request, transmitted by fax or certified mail, within the specified time, the amount paid shall be deemed definitively acquired by CONFORM S.c.a.r.l. and will, therefore, not be refundable.

**4.5** CONFORM S.c.a.r.l. if, after the start of the training-experiential course, is unable to provide for any reason, except for *force majeure* or due to circumstances depending on the client, an essential part of the services included in the contract, will have to prepare alternative solutions, without supplement prices to be paid by the contractor and if the services provided are of lower value than those stipulated, will reimburse the difference.

#### **5. CONDITIONS OF USE OF THE MAKEITNOW SITE**

**5.1** The User who intends to use the contact feature provided by the [www.makeitnow.it](http://www.makeitnow.it) site to request information, should provide true, correct, complete and current data, that should exclusively correspond to personal data and not to that of third parties. The true, fair view of contact data is a necessary requirement to benefit from services offered by CONFORM S.c.a.r.l.

**5.2** The [www.makeitnow.it](http://www.makeitnow.it) site allows you to view the content of each training-experiential course and its program of activities, watch the promotional video, download the brochures and make the purchase through the e-commerce function provided.

**5.3** The User agrees to not use the [www.makeitnow.it](http://www.makeitnow.it) site to make any speculative, false or fraudulent applications and guarantees that he/she has full power and authority to accept these General Terms of Service.

**5.4** While participating in each training-experiential course, the User is aware that photos and/or videos and/or text-only posts that he/she publishes in social media will be published in the special section of the site dedicated to each edition held. The User agrees to not post or transmit through different social media, including the [www.makeitnow.it](http://www.makeitnow.it) web site and/or the related mobile application, content that is illegal, or that violates the rights of others or is offensive, defamatory, invasive of privacy or vulgar, obscene, or otherwise objectionable, that incites conduct that is a criminal offense, or that could create a civil liability, or otherwise violates the law, or that contains advertising or commercial, religious, political or any kind of solicitation, including, without limitation, the invitation, even indirectly, to prefer other services that are potentially in competition with those offered by CONFORM S.c.a.r.l.

**5.5.** After the use of the service, the User will be asked to review the experience and activities. The Client is required to make real and truthful statements. Inaccurate, irrelevant reviews or those that contain insults will be omitted. CONFORM S.c.a.r.l. expressly reserves the right to delete these reviews without providing further reasons. In the case of offensive or defamatory reviews, CONFORM S.c.a.r.l. and any other interested suppliers reserve the right to take further legal action.

**5.6** CONFORM S.c.a.r.l. reserves the right to suspend, modify or terminate the service offered on the [www.makeitnow.it](http://www.makeitnow.it) site. CONFORM S.c.a.r.l. shall in no way be held liable to the User for any suspensions, modifications or terminations, without prejudicing contracts already concluded on the date of suspension or the modification or termination of the service.

**5.7** All contents of the [www.makeitnow.it](http://www.makeitnow.it) site, including trademarks, images and captions, are owned by CONFORM S.c.a.r.l. or by third-party licensors, holders of intellectual property rights and economic exploitation. Copying, distribution, transmission, publication and any other form of use of the site and its contents, is strictly prohibited without the prior written consent of CONFORM S.c.a.r.l.

## **6. TIMES AND METHODS OF TERMINATION**

**6.1** It is possible to terminate this contract, pursuant to Decree Law 6 September 2005 n. 206, following sending within 30 (thirty) calendar days prior to the start date of each training, experiential course of a written notice to CONFORM S.c.a.r.l., to be sent by post to the address in point 2 and to be sent formerly by fax to 0825 756359 or to the certified email address [conform@certificazioneposta.it](mailto:conform@certificazioneposta.it). After that time, the contract can no longer be terminated.

**6.2** Please be advised that, in the case of cancellation, the Client shall pay CONFORM S.c.a.r.l., as a penalty, a percentage of the registration fee foreseen of:

- up to **30** (thirty) **days** prior to the start of the training-experiential course: **Nothing**
- Between **29** (twenty-nine) and **25** (twenty-five) **days** prior to the start of the training-experiential course: **15%**
- Between **24** (twenty-four) and **15** (fifteen) **days** prior to the start of the training-experiential course: **30%**
- Between **14** (fourteen) and **10** (ten) **days** prior to the start of the training-experiential course: **50%**
- Between **9** (nine) **days** and **the start of activities** or in the **case of lack of communication**: **100%**

The following rules apply to count the days:

- The day before the start of the training-experiential course is not counted;
- Days begin at 00.00 and end at 24.00, according to the current time zone in Italy (GMT +1)

## **7. RULES OF PARTICIPATION**

Participants in training- experiential courses are required to:

- use CONFORM S.c.a.r.l. materials and equipment with utmost care and diligence;
- strictly adhere to safety rules and conduct foreseen by CONFORM S.c.a.r.l. and the host structures of the different experiential activities planned.

## **8. LIMITATION OF LIABILITY**

**8.1** In no case, will CONFORM S.c.a.r.l. be liable for any of the following losses or damage (whether such damages are foreseen, foreseeable, known or otherwise):

- a) loss of data
- b) loss of revenue or anticipated profits
- c) loss of business
- d) loss of opportunities
- e) loss of goodwill or damage to reputation
- f) losses suffered by third parties
- g) any resulting indirect, special or exemplary damages arising from the use of [www.makeitnow.it](http://www.makeitnow.it), regardless of mode

**8.2** CONFORM S.c.a.r.l., in the organization of various activities, experiences and services is not responsible for any damage, loss, accidents, delay, irregularity or any default by a company or person supplying the services included in training and experiential courses purchased.

**8.3** CONFORM S.c.a.r.l. will not be liable or responsible for any illness, theft, labour disputes, breakdowns or damage to transport vehicles, acts of terrorism, adverse weather conditions or any other cause beyond its control.

**8.4** Services provided by CONFORM S.c.a.r.l. include the information, names, images, logos, prices, dates and availability to be provided "AS THEY ARE" and "AS AVAILABLE", without any guarantee whatsoever, to the extent permitted by law, including implied warranties of satisfactory quality, suitability for a particular purpose, non-infringement, compatibility, security and accuracy.

## **9. PRIVACY (information pursuant to art. 13 Decree Law 30.6.2003, n. 196 and successive regulations)**

**9.1** The processing of personal data by CONFORM S.c.a.r.l. is implemented in full respect of the provisions of Decree Law n. 196/2003. The processing of data, which is guaranteed in the strictest confidentiality, is made for administrative purposes of the educational and experiential courses (accountancy, logistics, compilation of lists).

To access information in the possession of CONFORM S.c.a.r.l. and to exercise the rights under Art. 7 of the Law (updating, rectification, integration, cancellation, transformation or blocking of data unlawfully processed, opposition to data processing, etc.), you must send a written request to CONFORM S.c.a.r.l. as owner of the treatment, to the postal address provided in point 2 or to the certified email [conform@certificazioneposta.it](mailto:conform@certificazioneposta.it).

**9.2** User data will be processed by parties (also external to CONFORM S.c.a.r.l.) that have been identified as responsible or in charge of treatment and have received, in this respect, adequate operating instructions, with particular reference to minimum security measures, in order to guarantee data confidentiality and security.

**9.3** Data will not be disclosed in any event, but may be disclosed - for the same purposes for which it has been collected - to third parties, in the following categories:

- suppliers of services to manage the information system and the CONFORM S.c.a.r.l. telecommunications networks;
- persons controlling, reviewing and certifying activities carried out by CONFORM S.c.a.r.l. also in the interest of the user;
- consultants or others who provide related services.

## **10. COPYRIGHT**

The Client acknowledges that the training-experiential courses and related informative/formative material are owned by CONFORM S.c.a.r.l. and that he/she can take possession only if provided by CONFORM S.c.a.r.l. and/or by other partner companies in the delivery of the planned activities.

The Client undertakes not to make copies of the material, not to disseminate content from third parties, not to sell it to third parties and not to undertake or allow other courses to be undertaken based on that documentation.

## **11. USER CONTENT**

Users can publish, upload, submit, post or transmit their own content.

In making available any content on the [www.makeitnow.it](http://www.makeitnow.it) site and/or related social media, the User gives CONFORM S.c.a.r.l. an unrestricted, irrevocable, non-exclusive, transferable, free licence, along with the right to use, copy, adapt, modify, distribute, sublicense, publicly display it.

CONFORM S.c.a.r.l. claims no ownership over any of the content provided by Users.

The User acknowledges and agrees that he/she is solely responsible for all content made available by him/her for its publication through the Site or the related social media.

## **12. COMPANY OR DEDICATED COURSES**

The Client may request dedicated MakeItnow editions and/or corporate training and experiential courses proposed by CONFORM S.c.a.r.l.. In that case, the venue of the experiential activities and social, educational metaphors to be used on the basis of the skills to consolidate and develop, and the dates and registration fees to be paid will be agreed with the Client.

## **13. JURISDICTION**

This contract is governed by Italian law. For any dispute arising in connection with it, it will be referred exclusively to the Court of Avellino.

## **14. GENERAL CONDITIONS**

The General Conditions shall take precedence over any provision and different conditions in the Client order and over any other verbal or written agreement previously made between the parties, subject to the introduction of an express waiver in the agreement.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Participant signature (acknowledgement of acceptance)

**In case of registration by the company**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Signature company representative  
(stamp and position/organisational role)