

# **TERMS AND CONDITIONS**

**Applicable from September 1, 2023**

## **§ 1: Purpose and scope of application**

The present General Terms and Conditions (GT) form the basis of the commercial negotiation and are systematically sent or given to each buyer to enable them to register.

The general terms and conditions described below detail the rights and obligations of the Institut polytechnique de Grenoble (hereinafter referred to as Grenoble INP) and its customer in respect of registration for the Grenoble INP - UGA Career Fair event (hereinafter referred to as the event).

Any validation of the registration form includes the clause "I acknowledge that I have read and accept the general conditions attached" and implies the buyer's unreserved acceptance of these general sales conditions.

## **§ 2: Registration**

### **Registration**

The registration form is completed by the person in charge of organizing the event for the company wishing to register. He/she designates a contact person / department for the payment process. Grenoble INP sends an e-mail acknowledging receipt of the registration to the person / department responsible for payment, with a copy to the person in charge of organization.

Grenoble INP is not under any obligation to process registration forms received after the deadline indicated in the various communications of the event.

## **§ 3: Prices**

The prices of the services sold are applicable on the day of registration. They are expressed in euros and calculated excluding taxes, as they are not subject to VAT.

Grenoble INP reserves the right to modify its prices at any time. However, it undertakes to invoice the services ordered at the prices indicated at the time of registration.

## **§ 4: Terms of payment**

Payment for registration is made via a credit card payment link included in the acknowledgement of registration.

Registration is considered firm once payment has been received by Grenoble INP. Grenoble INP may issue an invoice upon request.

The payment deadline is ten working days after the payment link has been sent, and no later than two working days before the date of the event. If these deadlines are not respected, the registration will be considered as cancelled.

## **§ 7: Cancellation policy**

### **Cancellation due to buyer**

The calculation of the cancellation fees is based on the amount charged for the service whose registration is cancelled:

For cancellations made two working days or less before the event, 100% of the registration fees will be charged.

For cancellations made between two and ten working days before the event, 50% of the registration fees will be charged.

For cancellations made more than ten working days before the event, no fee will be charged.

### **Cancellation due to Grenoble INP**

In case of cancellation by Grenoble INP, the full registration fees will be refunded to the purchaser.

### **§ 8: Personal data protection**

The information collected by Grenoble INP - UGA, which is responsible for processing, are recorded in a computerized file by the Espace Carrière service, and hosted by Grenoble INP - UGA for the purpose of organizing and invoicing the event. The legal basis for processing is the contract. Only authorized Espace Carrière and accounting department personnel have access to your personal data.

Data is kept for 3 years to enable Grenoble INP to invite participating companies to similar events that may be relevant to them during this period. Payment data is kept for 10 years in accordance with current regulations.

In order to create the companies' virtual stands in the event's virtual platform and to put the purchaser in contact with Grenoble INP - UGA students, the following data collected by Grenoble INP will be communicated, with your consent, to Seekube via HELLOWORK, provider of the event's virtual platform:

- company name,
- the first and last name of the person in charge of organizing the event at the company (company referee),
- e-mail address of this person (company referee)

You may access, rectify or request the cancellation of your personal data, or exercise your right to limit the processing of your data.

To exercise these rights, or if you have any questions about the processing of your data under this system, please contact Grenoble INP - UGA's Service Espace Carrière: [espace-carriere@grenoble-inp.fr](mailto:espace-carriere@grenoble-inp.fr) or our Data Protection Officer: [dpo@grenet.fr](mailto:dpo@grenet.fr). You can also contact Hellowork's Data Protection Officer regarding your rights concerning your data relating to the Seekube virtual platform: [dpo@hellowork.com](mailto:dpo@hellowork.com)

If you consider, after having contacted us, that your "Informatique et Libertés" rights have not been respected, you can address a claim to the CNIL.

### **§ 9: Platform access**

Access to the event platform is sent to the purchaser approximately two working days after Grenoble INP has received payment, and once the platform is open to companies:

- by sending an authentication e-mail allowing access to the event platform, to the e-mail address of the person in charge of the organization mentioned in the registration form.

The delivery time indicated is given as an indication only and is in no way guaranteed.

Consequently, any reasonable delay in the delivery of products shall not entitle the purchaser to:

- compensation for damages;
- cancellation of registration.

#### **§ 11: Force majeure**

Grenoble INP may not be considered liable if the non-performance or delay in performing any of its obligations described in these general terms and conditions is due to force majeure. Force majeure is defined as any external, unforeseeable and irresistible event within the meaning of article 1148 of the French Civil Code.

#### **§ 12: Competent court**

Any dispute relating to the interpretation and execution of these general terms and conditions is subject to French law.

Failing amicable resolution, the dispute will be referred to the Grenoble Court.