

# TERMS AND CONDITIONS

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Any person in our live-virtual training courses, programs, diplomas, or seminars must ensure that they are not operating a vehicle while attending such training. By signing our registration form and or proposal each registered person has agreed that they will not operate a vehicle of any kind during a training session that is delivered by us. If an organization is registering a person to attend live-virtual training with us, that organization is agreeing that they will ensure that the person does not operate a vehicle of any kind during said training session or sessions.

**CANCELLATION POLICY:** Monies paid may be refunded, less a twenty-five percent processing fee, up to ninety calendar days prior to a course, workshop, seminar, or training program for which Canadian HR Solutions, Inc. has been contracted. Effective ninety calendar days immediately before delivery of the course, workshop, seminar, or training program's scheduled date, monies that have been paid are not refundable and will be applied to a future course, workshop, seminar, or training program, taken within one hundred and eighty calendar days of the original registration date. Transfer to another offering of the training is not available effective 15 business days prior to the scheduled start date of the offering of the training for which a person or a group was originally registered. Upon acceptance of a proposal

that was issued by Canadian HR Solutions, Inc. and or upon signing and sending in for processing a registration form that was issued by Canadian HR Solutions, Inc. the total amount of our fee as reflected on the invoice that was sent to you, is due and it is payable by you within three business days of the date on which it was created. Upon acceptance of our proposal and or signing and sending to us your registration form you have entered into a contract with us. Upon acceptance of our proposal and or signing our registration form, whether or not a date has been set for the training, our cancellation fee is fifty percent of the amount set out on the associated invoice for the registration form or the associated invoice for the proposal that you accepted from us. There will be an \$95.00 fee charged for each cheque that is returned by the bank. Exceptions to this cancellation policy are not permissible.

**EARLY BIRD POLICY:** Early Bird pricing is available for a 5% discount on individual registrations that are received by us prior to 90 days before the commencement of the training for which the registration has been sent. Effective 90 days before the commencement of the training for which the registration form has been sent, up to commencement of said training, our Early Bird pricing shall not apply and the regular price that is shown on this website is in effect.

**DISCOUNT POLICY:** A 5% bundle discount is available on a program or course when two programs or courses in our Executive Credential series are registered for and paid for in the same transaction. We permit only one discount type, and it will be on a single training offering only, for each client. Therefore, if a client registers for multiple training offerings one discount type only may apply and it will apply to only one of the training offerings for which the client registers. The discount will apply to the lower priced program or course. All other training offerings will be available at the regular price that is shown on this website.

**HYPERLINKS, LINKS, REFERRALS:** Links provided on this website are provided for convenience only and the contents of other linked sites are not investigated, verified, monitored, endorsed or guaranteed for correctness or the absence of viruses or similar forces of a disruptive nature. Any damages to computer systems, software or electronic files are disclaimed by Canadian HR Solutions, Inc..

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**CLIENTS AND OR CUSTOMERS:** Canadian HR Solutions, Inc., in its sole discretion, is the deciding Party regarding who it accepts into any and or all training programs shown on this website. This means that Canadian HR Solutions, Inc. may choose to accept, or not to accept, a registration form for any and or all training programs shown on this website, from any individual person or any organization, for any reason at any time. In order to uphold its commitment to sustain a productive learning environment for its learners, Canadian HR Solutions, Inc. may also, in its sole discretion, verbally or virtually (i.e., never physically) remove a person who disrupts the learning environment, in any and or all training programs shown on this website, from that learning environment. A disruptive person who has been removed, as described above in this paragraph, from the learning environment will be given a partial refund of the monies that they paid for the training program on the basis of the remaining unprovided services for which they paid and had, up to the point of their verbal or virtual removal, not yet received.

**LANGUAGE OF INSTRUCTION:** Canadian HR Solutions, Inc.'s training is delivered in English language, only.

**GOVERNING LAW:** This website shall be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein, without regard to the principles of conflicts of law.

**CONTACTING US:** If you have any questions about your experience with this website, please contact us at [info@cdnhr.com](mailto:info@cdnhr.com).

# PRIVACY POLICY

Canadian HR Solutions, Inc. takes your privacy seriously. Our objective in collecting personal information is to provide you with the best and most useful content and services.

Please read this Privacy Policy carefully before you start to use the [www.cdnhr.com](http://www.cdnhr.com) website. By using this website, you agree to the Privacy Policy and also to the Terms and Conditions that are set out in this document.

**PERSONAL INFORMATION:** If you provide Canadian HR Solutions, Inc. with your email address or other personal information, we will not provide that email address to Third Parties.

**REGISTRATION AND ORDER FORMS:** Our site's registration forms may require users to give us contact information (such as their name, email, and or postal address). Contact information from the registration forms is used to send information and promotional material to our customers who request same. Users may opt-out of receiving future mailings. Each newsletter sent by Canadian HR Solutions, Inc. includes unsubscribe instructions at the bottom. Simply click on this link to stop future mailings. Demographic and profile data is also collected by our site. This information is never shared with advertisers or other companies. We use this data to improve our website visitors' experience, and to develop content that we believe will be relevant to them.

**OPT-OUT POLICY:** Canadian HR Solutions, Inc. respects your right to opt-out of any email communication that we send to you whether or not you had previously opted in. To opt-out of email communication from us please contact us at [info@cdnhr.com](mailto:info@cdnhr.com).