

TERMS AND CONDITIONS – BRIDGING TALENTS PTE LTD

These Terms & Conditions (“**T&Cs**”) apply to you in the use of Bridging Talents Pte Ltd (“**BT**”) services. The term “you” refer to you, as an individual accessing our services or as an organisation’s/institution’s authorized representative applying for participants to access/use our services. Please note that these T&Cs are also binding on the participants eg. employees/members/agents.

1. Acceptance of Terms

Please read these T&Cs carefully. By accessing BT services, you are deemed to have agreed to and accepted these T&Cs. BT reserves the right to modify these T&Cs at any time at our sole discretion. All changes will take effect as published on our website or when notified to you. If any change is unacceptable to you, you shall cease accessing our services immediately. If you do not cease accessing our services, your continued access to or use of the site and services will constitute your conclusive acceptance of the T&Cs as modified.

2. Account Registration

To purchase/use services through BT services, we may require that you first register an account with BT. Registration for an account must only be done by individuals who are at least 18 years of age and are not barred from BT services under any applicable laws. These accounts could be “individual” or “corporate” with need to obtain User ID and password from BT. To register for an account, we may request that you provide certain personal details to us, including a valid mobile number and a unique email address of yourself or your organization personnel attending our seminars. You represent and warrant that all details provided by you are true, accurate, current, and complete. In choosing to register for an account in this manner, you acknowledge and agree to the sharing of your personal data and information for this purpose.

3. Data Policy

We collect personal data and information when you register an account, use BT services or enter into transactions with us. Personal data and information which you provide to us is subject to our “Privacy Policy” which is incorporated by reference into these T&Cs. You are deemed to have accepted once accessing our services. Please note that there may be testimonials, photography and audio–videography during the seminar and these will be used for internal reporting and for publicity purposes. By partaking in our seminars, you are therefore consenting for us to use the images or likeness for publicity and publication purposes.

4. Intellectual Property

You acknowledge that any and all content associated with, published on our website, distributed for our trainings (pre, during and post) that we may make available to you and all proprietary and Intellectual Property rights associated therewith, whether registered or not, are protected by law and are owned by our Intellectual Property owners or licensed to us. You may not modify, reproduce, copy or distribute any of our content for commercial/organizational purposes without our prior written consent. Nothing in this T&Cs shall be construed as granting any licence or right to use any of the content without our prior written consent.

You are to adhere to, as a participant in our trainings :

- No unauthorized video or voice recording which includes images/clinical cases captured by phone, camera or screenshot during the training
- No unauthorized presence of other participants who are not registered for the seminar
- No unauthorized reproducing, modifying, translating, distributing, publicly displaying, publicly performing, communicating to the public, creating derivative works from or otherwise using and exploiting any training content including but not limited to handouts, training videos, images, previews of recording during the permitted reviewing timeframe
- No unauthorized renting, leasing, selling, assigning or otherwise transferring rights in or to the training videos and other training materials.
- No unauthorized disclosure of clinical cases shared in training; where confidentiality is to be strictly adhered to.

5. Cancellation/Postponement, Refunds and Transfers

Registrations are booked on a first-come-first-served basis. Confirmation of a seat is contingent upon :

- Complete submission of details of registration of participant;
- Successful and full payment of seminar fees as well as any outstanding payment due to BT;
- Issuance of an invoice for corporate registrations;
- Receipt of a confirmation email to the participant

Once accepted into the seminar, you, the participant's acceptance at the seminar will indicate your agreement to :

- Meet seminar pre-requisites (if any)
- Adhere to seminar schedules eg. attendance requirement of at least 75%, punctuality

- Attain the minimum seminar attendance and requirements, where applicable for seminar completion and/or to be eligible for funding or certificate of attendance/assessment. In the event, a participant does not fulfill the minimum seminar attendance or requirements, BT will reserve the right to recover the full/unfunded portion of the seminar fee from the participant/participant's organization/institution
- Assist in the completion of any paperwork needed eg. feedback and claim forms where applicable for funding purposes
- Adhere to the Intellectual Property rights of its owners or licensors as stipulated in our TnCs and respect the copyright of the seminar and its associated materials
- Adhere to the Privacy Policy and TnCs
- Possess strong and stable internet connection necessary for online trainings. Kindly note that there will be no recourse should your internet connection or laptop be not in working condition on the day(s) of training. BT and its representative agents (trainers, facilitators, clients, participants, collaborators) will however take the reasonable measures to ensure minimal disruption to your training.
- Log in for online training using only one device
- No refunds for any circumstances including but not limited to no-show cases, medical/compassionate leave absences, once payment is received and seminar is confirmed to run for individual registration and once invoice is issued for corporate registration.
- For corporate registration, a substitute participant may be allowed with written request to BT at least 3 working days before the commencement of the seminar. Please note that payment must be received by due date before the attendance of the training
- No c-certificate will be issued if participant does not meet attendance requirements or payment have not been received
- No splitting of registration for different persons attending the same training
- Pay bank charges, if any for overseas registration

Payment of fees is not a guarantee for the event to be staged as planned. Should the event be cancelled/postponed for any reason, a full refund will be made to all registered participant and no other claims are allowed. We are not liable for any losses or incidental costs incurred as a result of any cancellation/postponement such as prepayment of travel, meals, accomodation or delay in career development plans. BT may offer you a credit transfer (subject to your decision of a full refund or a transfer once you are notified of cancellation or postponement) to the same or another substituted seminar to be utilized within a 12 months timeframe from start date of original training. Please note that BT will not guarantee a return of the same seminar within the next 12 months timeframe and should there be a price difference of the substituted seminar (same of different), you will have to top up the difference in

price. This offer of a substituted seminar shall lapse upon expiry date and shall not be extendable for whatever reasons ie. no refunds are allowed.

6. Promotions & Campaigns

BT may from time to time, run promotions. We may impose terms and conditions relevant to each such promotion, in addition to the following terms. Your participation in such promotions is subject to your acceptance and compliance with all such terms and conditions. Promotions shall be effective only for the applicable promotional period and under the terms and conditions therein. BT reserves the right to modify, cancel or discontinue any promotion at its sole discretion for any reason at any time, without notice to you. We may from time to time issue promotion codes. The use of such codes is subject to the following :

- promotional code may not be used in conjunction with any other available promotional codes of funding. BT reserves the right to reject any purchase that uses two or more promotional codes;
- certain promotional codes are specific to selected category of services and they can be applied only for the specified use according to the promotional code's terms & conditions;
- before completing a purchase, you are responsible for ensuring that the relevant promotional code has been applied;
- no promotional code shall be transferable or exchangeable for cash or other goods and services;
- BT reserves the rights to vary/amend the privileges or terms and conditions of any promotions without prior notice;
- Promotions cannot be used in conjunction with funding subsidies or other discounts already offered

In the event of suspected fraud or misuse of any promotional code, or breach of its qualifying terms or the terms and conditions of the promotion, BT reserves the right to reject or cancel the use of a promotional code.

7. Third Party Sites, Apps and Contents

There may be occasions where content and information and materials of third parties are provided on and through our website or training. BT is not responsible for the content and activities of any third party sites, platforms or applications.

8. Disclaimer

You acknowledge and agree that you will assume all risks in connection with the access to and use of BT services including its contents. We shall not be liable for any direct, indirect, consequential, punitive, loss of profits or revenue or any other

damages or loss however arising from such use of and access to our services. You are responsible for evaluating and selecting the services relevant and appropriate to you. The information provided in the materials and at our seminars are the views of our trainers and do not necessarily reflect the views of BT. We will not be liable for any damages of any kind to any person or entity arising from the use of this information. Your attendance at our seminars reflects your acceptance of this disclaimer. Please note that BT is not providing any advisory service and it is your responsibility to assess the information and its applicability to you. BT reserves the right to change or update such information at any time without prior notice.

BT disclaims responsibility should any change in the event occur for any reason or whatsoever and reserves the right to make changes to venue, timing, format of training, price, date/timing etc. as well as alternative trainer if the advertised trainer is not available.

9. Force Majeure

We shall not be liable for any failure to perform our obligations under these T&Cs if the failure is due to a Force Majeure event meaning an event arising from causes beyond our control : acts of God, fires, riots, floods, wars, terrorists acts, pandemic, quarantine, civil unrest, breakdown of communication/facilities/internet service provider/web host, natural catastrophes, governmental acts or omissions, changes in laws or regulations, labour disputes, accidents, other unusually severe weather, or any of which that have a material, substantial and adverse effect on BT's ability to perform. Should such an event require the postponement or cancellation of a training under a force majeure circumstance, we reserve the right to retain the value of our training sale in credit for use at a future seminar of equal price within 12 months of the original seminar start date. If we are unable to provide such a replacement seminar in the timeframe stipulated, we will provide a full refund via the appropriate method of payment.