

## Terms and conditions — Adrien Magnée

The following terms and conditions govern the business relations between Adrien Magnée, registered as a natural person in the name of Adrien Magnée, under the company number 0549.980.694 and at the following address: rue Kepler 12, 4031 Liège (Belgium), hereinafter referred to as the “translator”,

AND

The client, hereafter referred to as the “client”. By ordering a project to the translator, the client is supposed to have read, understood and approved these terms and conditions. They shall apply for the entire duration of the business relationship and can also be read on the website [www.adrienmagnee.com](http://www.adrienmagnee.com). They can be modified at any time and without notice by the translator.

Art. 1 – Invoices are issued in euros and are payable within 30 calendar days, without deductions or reductions, as of the last day of the month of issuance, unless otherwise agreed in writing with the translator. Payment of invoices must be made in euros by bank transfer to the account number mentioned on the invoice. Bank fees linked to payments made by the client from an account whose currency is not in euros shall be paid by the client. If the bank fees have been automatically debited from the translator account, they shall be re-invoiced to the client, increased by administrative fees if applicable.

Art. 2 – If, after the conclusion of the translation contract, there is a risk of a significant deterioration in the client's financial situation and the latter may not be able to meet his commitments, the translator has the right to request advance payment, to suspend the scheduled delivery and to suspend the continuation of the work. The translator has these same rights in the event that the client is in default of payment of previous invoices.

Art. 3 – Any invoice dispute must be made in writing through registered mail within eight days from the invoice date. All invoices undisputed within eight days shall be deemed accepted. Complaints do not interrupt the payment period. Any partial unconditional payment of an invoice is taken as acceptance of the client's liability for the total amount stated on the invoice.

Art. 4 – If the invoice remains unpaid by the due date, the client shall receive two reminders by email: the first ten (10) days after the invoice due date and a second twenty (20) days after the invoice due date. If no payment is made and non-payment is not adequately justified within the period provided, a letter of formal notice shall be sent by registered mail to the client thirty (30) days after the invoice due date. The client shall therefore be liable for the amount of the initial invoice, and the costs of the registered delivery. In the absence of voluntary payment, the unpaid amount of the invoice shall be recovered through legal action, and all the fees shall be borne by the client. Each invoice not entirely settled after the second reminder shall automatically be increased by a fixed and irreducible 10% indemnity without prior notice. Moreover, default interest shall be automatically due, equal to the legal interest rate in effect (8% as of 1 January 2020).

Art. 5 – In the event of non-compliance with the agreed terms of payment, all unpaid invoices and debts shall immediately be due and the translator reserves the right, without any formal notice or legal intervention, to suspend the services in progress or to consider the contract as terminated without prejudice to any claim for damages. When the client seriously fails to meet his payment obligations and/or in the event of bankruptcy, the translator reserves the right to terminate without prior notice any ongoing or unexecuted translation assignments through an email notification.

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Art. 6 – If, for any reason, the client comes to unilaterally terminate an order before delivery, the client shall be liable for the services completed at the rate agreed, which the translator shall charge the client as any other project delivered.

Art. 7 – The client accepts that his personal data, such as his name and address, or any other data necessary for the execution of the project, be collected, processed and stored by the translator for purposes that are purely limited to the execution of the projects. The translator guarantees the confidentiality of the data supplied to him or contained in the documents submitted to him. In accordance with the General Data Protection Regulation (GDPR), the client may exercise their right to request the modification or deletion of all personal data at any time.

Last update: 31 March 2020