

REGULATIONS FOR THE PROVISION OF SERVICES BY ELECTRONIC MEANS OF COMMUNICATION HRCONTACT.CO

I. General provisions

1. These Regulations specify in particular the types and scope of services provided by electronic means of communication by Katarzyna Szudy and Szymon Kluba, conducting business activity under the name HR Contact Katarzyna Szudy, Szymon Kluba Civil Partnership, address: Jasionka 954, 36-002 Jasionka, Tax identification number: 8133701881, REGON: 360905430, e-mail address: hello@hrcontact.co, terms of providing these services, conditions for concluding and terminating contracts for the provision of electronic services and the procedure for complaints.

These Regulations constitute regulations within the meaning of art. 8 of the Act of 18 July 2002 on provision of services by electronic means (Dz. U. of 2013, Item 1204, consolidated text).

2. The Regulations do not apply to services provided by the Service Provider in a different manner, nor to services provided electronically by the Service Provider via other Internet domains than the Website domain.
3. Immediately after displaying the Website, the Recipient is obliged to read these Regulations via the link provided on the Website.

II. Definitions:

1. Whenever these Regulations refer to:
 - a) **Regulations** - it shall mean these regulations for the provision of electronic services,
 - b) **Service Provider** - Katarzyna Szudy, Szymon Kluba, conducting business activities as part of a Civil Partnership under the name HR Contact Katarzyna Szudy, Szymon Kluba Civil Partnership, address: Jasionka 954, 36-002 Jasionka, NIP: 8133701881, REGON: 360905430, electronic address: hello@hrcontact.co
 - c) **Recipient** - it shall mean a natural person, legal person and organizational unit without legal personality, whom the law grants legal capacity, using the Website,

- d) **Service** – it shall mean the internet service at www.hrcontact.co operated by the Service Provider,
- e) **Electronic services** - services provided electronically by the Service Provider as part of the functionality of the Website.

III. Types and scope of services provided electronically.

1. The Service Provider provides the following Electronic Services via the Website:

- a) sharing data and materials on the Website, containing in particular information about services provided by the Service Provider and the activities of the Service Provider,
- b) enabling the Service Provider to send messages via the contact form available on the Website.

- 1. The Service Provider reserves the right to suspend the provision of all or some of the electronic services via the Website without providing a reason and to completely remove the Website.
- 2. All content posted on the Website, including in particular the services provided by the Service Provider is for information purposes only and does not constitute a binding offer, invitation to negotiate or any other kind of declaration of will of the Service Provider.

IV. Conditions for the provision of services by electronic means

- 1. Technical requirements necessary to cooperate with the data-communication system, through which the Service Provider provides electronic services:
 - a) a PC computer or other device enabling the use of the Website,
 - b) access to the Internet
 - c) appropriate software, including at least a web browser: Internet Explorer version 7 and higher, Google Chrome version 4 and higher, Mozilla Firefox version 2.0 and higher, Opera version 10 and higher, Safari version 4 and higher with installed current versions of Java and Flash,
- 2. If the Recipient uses the Website via a tablet, telephone or other mobile device, some Website functionalities may not work properly or may not work at all and the

use of certain electronic services provided within the Website may be impossible or difficult.

3. The Recipient is forbidden to provide unlawful content as well as make any interference with the content included in the Website without the consent of the Service Provider.

V. Umowa o świadczenie usług drogą elektroniczną

1. The contract for the provision of electronic services shall be concluded at the moment the Recipient starts using the Website by displaying the Website on the screen of the device used by the Service Recipient.
2. An agreement for the provision of electronic services shall be concluded for a definite period of time and shall be terminated upon cessation of using the Website by the Recipient by leaving it and without the need to submit additional statements.

VI. Complaint proceedings

1. In the event of detecting defects or interruptions in the functioning of the Website, the Customer is entitled to submit a complaint within 7 days from the day the defect or break is revealed.
2. The Customer may submit a complaint via e-mail to the following address: hello@hrcontact.co or in writing to the following address: HR Contact Katarzyna Szudy, Szymon Kluba Civil Partnership, address: Jasionka 954, 36-002 Jasionka.
3. The Service Provider shall consider the complaint within 30 days of its receipt, informing the Recipient about its results without delay.

VII. Final provisions

1. The Recipient may obtain access to these Regulations at any time via the link provided on the Website. Regulations may be recorded, obtained and reproduced by printing or saving on an appropriate data carrier.
2. The Service Provider may change the provisions of the Regulations after informing the Recipients by publishing a uniform text of the Regulations on the Website, no later than within 14 days before their effective date.

3. If the Recipient does not agree to introduce changes in the Regulations, he is entitled to terminate the contract for the provision of electronic services.
4. To the extent not covered by these Regulations, the provisions of the current applicable law shall apply, including in particular the Act of 18 July 2002 on provision of services by electronic means (Dz. U. of 2013, Item 1422, uniform text).