

## General Terms and Conditions

Dear participants of our workshops, seminars and events. The team of the IBJ Scheersberg would like You to be informed about what You can expect from us and what we expect from You. Please read the general terms and conditions, since they are part of any agreement which You will make with the IBJ Scheersberg.

### 1. Applications

Please register Yourself or Your child by letter, fax or e-mail with all relevant data (complete address with telephone, e-mail, date of birth). In case of application via internet the there given e-mail address is taken. Any application will be confirmed in writing. The application is legally binding with the reception of the confirmation.

### 2. Waiting list

When the maximal number of participants has been reached, further applicants are taken up onto a waiting list. You will be informed accordingly and will be informed on short notice about any available places. If You would not like to be on the waiting list, please let us know.

### 3. Cancellation by IBJ Scheersberg

We reserve the right to cancel any activity due to lack of applications, sickness on short notice of the director of the activity or other important reasons. In this case we will inform the participants immediately. Any fees which have already been paid will be refunded.

### 4. Fees

The fees of participation in the advertisements are complete fees. We ask for Your understanding that we are not able to refund single, not-consumed meals or accomodation which has not been made use of.

### 5. Fee of Participation

Please transfer the fee of participation within 8 days after reception of the participation confirmation to one of the bank accounts stated below.

### 6. Cancellation by the participant

You can cancel Your application or the application of Your child due to important reasons. Relevant for us is the reception of the written cancellation.

The fees are:

- until 4 weeks before start of the course 25% of the participation fee (minimum 20,00 €),
- until 8 days before start of the course 50% of the participation fee,
- less than 8 days before start of the course or in case of not-coming 100%,

if no other participant from the waiting list can be found to fill the place.

**A fee of 20,00 € to cover the administrative costs must be paid in all cases mentioned above.** If You are unable to finish a course, we are unfortunately not able to refund any part of the participation fee. For trips to foreign countries apply separate conditions, if these are mentioned in the advertisement.

### 7. Protection of Minors

For activities with participants under 18 years of age apply the German laws for the protection of minors, or the laws of the guest country, if these are stricter.

### 8. Arrival and Departure

The trip to and from the IBJ Scheersberg takes place at cost and risk of the participant.

### 9. Data Security

The administration of the activities is done by electronic data processing. The data which is hereby used by the IBJ Scheersberg is subject to the Federal Data Protection Law.

### 10. Insurance

Each participant is responsible for his or her insurance. It is therefore in Your interest to sign a liability insurance before coming to the Scheersberg. A travel cancellation insurance is also recommended. Your travel agency can provide You with the necessary information.

### 11. Bank Accounts

IBJ Scheersberg has the following bank accounts:

Bank	Raiffeisenbank Süderbrarup
Bank code number	215 663 56
Account number	35 14 58
SWIFT-BIC.:	GENODEF1SBR
IBAN:	DE68 2156 6356 0000 3514 58
Bank	Nord-Ostsee-Sparkasse
Bank code number	217 500 00
Account number	23 60 28 65
SWIFT-BIC.:	HSHNDEH1SLG
IBAN:	DE85 2175 0000 0023 6028 65

### 12. Address, Telephone, Telefax, E-Mail, Internet

Address: Internationale Bildungsstätte Jugendhof Scheersberg  
24972 Quern

Telephone: +49 (0) 46 32 / 84 80 - 0

Telefax: +49 (0) 46 32 / 84 80 - 30

E-Mail: info@scheersberg.de

Internet: www.scheersberg.de



**A warm welcome to You on the Scheersberg!**