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Terms and Conditions

orderedmanagement.co.uk is the web site developed by Ordered Management Ltd. By placing an order or enquiry through the Site you are deemed to have accepted these terms and conditions outlined below. The Site is aimed at users aged 18 years and over. Please read these terms and conditions before authorising any payment for services offered by us. By consenting to our terms and conditions you agree to be legally bound by them each time you use our services. We reserve the right to modify and amend our site and the terms and conditions when necessary.

1. Definitions.

1(a) "We", "our" and "us" means Ordered Management Ltd. "You" and "your" describes any business with which you are associated with Ordered Management. "Site" and "website" refer to orderedmanagement.co.uk.

1(b) "Services" describes all products and services however provided on our website for sale by Ordered Management Ltd.

1(c) "Renewable services" are all services that require annual renewals.

1(d) "Nominee services" are all services that provide nominees to represent your company or members of your company on your behalf.

2. Your Obligations

2(a) PAYMENT: We require payment in advance of providing any goods or services and the cost of services ordered will be confirmed at the time of payment.

2(b) AUTHORITY: We only provide services on the basis that you have given us full and proper instructions and the authority to lawfully carry out those instructions.

2(c) DOCUMENTATION: You undertake full responsibility to complete all documentation required by law including, but not restricted to, Her Majesty's Customs & Revenue (HMRC) and Companies House.

2(d) INFORMATION: You undertake to ensure the accuracy and completeness of the information you provide us and accept all liability for the rejection of any documents or services due to inaccuracies or incompleteness on your behalf.

2(e) NAMES: It is your responsibility to ensure that any company name or domain name you choose is available for registration and can be lawfully used by you. We accept no liability for your choice of name.

2(f) CANCELLATION AND REFUNDS: Once we have accepted a request for services you may contact us via our website or at the postal address displayed on our site or by telephone at the number provided on our website to ask that your request be withdrawn. If you have paid for the service requested, given the nature of the services we provide, it will be entirely at our discretion whether or not you are entitled to a refund for those services. In the exercise of such discretion we will consider the extent to which we have commenced work on the provision of that service.

2(g) DOMAIN NAMES AND WEB HOSTING: You must ensure that material displayed on a website in connection with a domain name or hosting service provided by us is free from defamatory matter and does not infringe on any rights.

2(h) PASSWORD: You have sole responsibility in all respects for all use of, and for protecting the confidentiality of any username and password that may be given to you or selected by you for use on our web site.

2(i) PERSONAL INFORMATION: You authorise us to use, store or otherwise process any personal information which relates to and identifies you, including but not limited or restricted to your name and address, to the extent reasonably necessary to provide the services which are available through our website by us or our sub-contractors. Should you choose to obtain or buy services through our website then we may collect any information about your buying behaviour or pattern in respect to this as we see fit, and if you send us personal correspondence such as emails or letters then we may collect this information into a file specific to you.

NOMINEE SERVICES

2(j) When using our nominee services you warrant that the information you give us is true and accurate and that we will be advised of any change in your circumstances including but not limited to the name, address, telephone number and email address where you can be contacted.

2(k) When using our nominee services you warrant that you will inform us of any material circumstances that may affect the good standing of the company for which the services are provided.

2(l) When using our nominee services you will indemnify us against all and any claims that may result from your activities or the activities of your associates, employees or sub-contractors acting for or on behalf of the company for which the services are provided.

3. Our Obligations

3(a) LEGAL ADVICE: We do not make a full investigation of our clients' circumstances. Accordingly we will not be liable for any loss or damage, financial or otherwise, which could have been avoided if you took qualified legal or other advice and which was not foreseeable to both parties when you made your order or were not caused by any breach by us.

3(b) PRIVACY: We will take steps to endeavour to secure any personal data or information you give us. We will not disclose your personal data or information to any third party except when you have given us specific permission to do so for the purposes of obtaining services that you have requested. When acting as your Nominee we will maintain commercial confidentiality at all times provided that you operate strictly within the laws of the countries where you do business. But we will not impede any court or

other duly authorised governmental or law enforcement authority where it is shown that you may have committed an unlawful act.

3(c) PRICES: We will try to ensure that our prices displayed on our website are accurate. We reserve the right to alter these prices on our website. If we need to do so, we will inform you if a product's correct price is higher than that stated in your order. If this is the case you may cancel the order and decide whether or not to order the product at the correct price.

3(d) CANCELLATION: We accept cancellation of any Order that has not yet been completed by us. If work has been started on an Order that is to be cancelled we reserve the right to charge for work already done and for costs incurred by us in the execution of that work

3(e) DELIVERY: While we will use reasonable endeavours to meet the time estimates given on our site, these remain estimates and are not guaranteed. Delivery may be made by electronic means as appropriate or by normal postal services or by such other delivery service as may be agreed. Orders will be regarded as completed when the item requested has been committed to the agreed delivery service.

3(f) CONTINUATION: We are not obliged to accept any request from you or your representatives, or to continue to perform any service. We reserve the right to reject any request or to discontinue the performance of any service without liability.

3(g) CONSEQUENTIAL LOSS: In relation to the purchase of products, we accept no liability for any indirect or consequential loss or damage, or for any loss of data, profit, revenue or business (whether direct or indirect), however caused, if not foreseeable to both parties.

3(h) COMPANY FORMATIONS: In relation to company formations, we accept no liability for any fraudulent or unauthorised use for any company held under the Ordered Management name and addresses.

3(i) REFUNDS: A full refund of the price paid for an Order will be given where we have been unable to execute your Order due failure or error on our part. Where non-completion of an Order is due to failure or error or change of instruction on your part any refund that may be made will be subject to our absolute discretion.

3(j) CONTRACTORS/AGENTS: We may directly or through an intermediary ask another contractor to carry out some or all of any work which you instruct us to carry out for you. Steps will be taken to select the suitability of our agents, although we have no control over their activities and therefore accept no responsibility for the services provided to you by that agent.

3(k) LINKS: Certain links, including hypertext links, in our site may take you outside our website onto sites operated by other people. Links are provided for your convenience and inclusion of any link does not imply endorsement or approval by us of the linked site, its operator or its content. We take no responsibility for and give no warranties, guarantees or representations in respect of these linked sites. We are not responsible for the content of any website outside our site.

3(l) ALTERATIONS: We reserve the right at any time and without notice to alter any aspect of our website including the services offered by us.

ACCESS TO WEBSITE:

3(m) We reserve the right in our sole discretion to deny users access to our website or any part of our website without notice and to decline to provide the service to any user that is in breach of the terms and conditions.

3(n) We will try to make our website available but cannot guarantee that our web site will operate continuously or without interruptions or be error free and can accept no liability for its unavailability at any time

3(o) You must not attempt to interfere with the proper working of our website and, in particular, you must not attempt to circumvent security, tamper with, hack into, or otherwise disrupt any computer system, server, website, router or any other internet connected device.

3(p) We shall not be liable to you for any breach of the terms and conditions or any failure to provide or delay in providing our services through our website resulting from any event or circumstance beyond our reasonable control including, but not limited to, breakdown of systems or network access, fire, explosion or accident.

3(q) VIRUSES: We cannot and do not guarantee or warrant that any material available for downloading from our website will be free from infection, viruses and/or other code that has contaminating or destructive properties. You are responsible for implementing procedures and virus checks (including anti-virus and other security checks) to satisfy your particular requirements for the accuracy of data input and output. You are responsible for ensuring your computer system meets all relevant technical specifications necessary to use our web site and is compatible with our website.

3(r) INFORMATION: While we do our best to ensure that all materials and information published on our website are accurate, we make no representations or warranties about the accuracy, completeness, or suitability for any purpose of the information and related graphics published on our website. The information contained in our website may contain technical inaccuracies or typographical errors and is intended to be a general indication of our services only. Any implied terms including those as to quality, fitness for purpose, compliance with description or sample are excluded unless you deal as a consumer. If you do deal as a consumer these terms do not affect your statutory rights.

3(s) INTELLECTUAL RIGHTS: All intellectual property rights (including copyrights, patents, trademarks) where registered or not shall remain our property. This also includes the design, text, graphics and other material on our website and the selection or arrangement thereof are the copyright of us or other third parties. Permission is granted to electronically copy and print in hard copy portions of our site solely in connection with the acquisition of goods or services through our website. Any other use of materials on our site (including reproduction for purposes other than those noted above and alteration, modification, distribution, or republication) without our prior written permission is strictly prohibited.

3(t) JURISDICTION: Our relationship with you will be governed by English law and will be subject to the exclusive jurisdiction of the English courts.

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Barclays Business Bank Account Referral Service

- Where you request a bank account through The Business Bank Account Referral Service you confirm that you agree to your details being submitted on your behalf to Barclays Bank plc and to being contacted directly by Barclays Bank plc for the purposes of fulfilling the bank account request.
- Where you request a bank account through The Business Bank Account Referral Service on behalf of a third party for whom you are making a company formation application, you confirm that the third party has agreed to their details being submitted on their behalf to Barclays Bank plc and to being contacted directly by Barclays Bank plc for the purposes of fulfilling the bank account request.

- The Business Bank Accounts are opened by and provided by Barclays Bank plc and subject to the terms and conditions as set forth by Barclays at the time of account opening.

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