



# Terms and conditions of business for the electronic delivery of invoices via email

## 1. Range of services

With the acceptance of the order personally signed by the customer or contractual partner (hereinafter referred to as 'the customer') for the electronic delivery of invoices via email by QENTA Payment CEE GmbH (hereinafter referred to as QENTA), the customer shall receive from QENTA all invoices exclusively via electronic methods, digitally signed and delivered to an appointed email address. The customer shall hereby forgo the postal delivery of invoices. QENTA shall not be obliged to accept an order for the electronic delivery of invoices via email.

## 2. Delivery of invoices

The customer shall ensure on the recipient side that all electronic deliveries of invoices via email from QENTA can be correctly delivered to the email address specified by the customer, and technical equipment such as filter programs or firewalls have been modified as required. Any automated electronic replies to QENTA (e.g. out of office autoreplies) cannot be considered and shall not represent a barrier to delivery.

## 3. Email address

The customer shall notify QENTA of any change to the email address immediately in writing, in good time and in a legally valid format (via letter or fax). Changes shall only be deemed legally valid if notified to QENTA at least 7 working days in advance of invoices being issued. QENTA invoices sent to the last email address provided by the customer shall be regarded as received if the customer has not notified QENTA of a change of email address.

## 4. Security/liability

QENTA shall not be liable for any damages resulting from any kind of increased risk involved in the electronic delivery of invoices via email in relation to postal delivery. The customer shall bear the increased risk of access by unauthorised third parties arising from the storage of electronic invoices.

## 5. Cancellation/termination

The customer can cancel the electronic delivery of invoices via email at any time in writing, in good time and in a legally valid format (via letter or fax). After receipt and processing (within 7 working days) of the written notification to cancel at QENTA, the customer shall in future receive invoices via post to the last known postal address provided to QENTA. QENTA reserves the right to revert to the postal delivery of invoices autonomously to the postal address last provided to QENTA if an important reason exists.

## 6. Change in the terms and conditions of business for the electronic delivery of invoices via email

A change to the terms and conditions of business for the electronic delivery of invoices via email shall be notified to the customer in writing. This change shall come into effect following the expiry of a deadline of 14 days following delivery and shall be deemed approved if the customer does not rescind the change to the terms and conditions for the electronic delivery of invoices via email within the deadline in accordance with point 5. The changed terms and conditions of business shall be made available to the customer via [www.qenta.com/en/terms-and-conditions/](http://www.qenta.com/en/terms-and-conditions/)

## 7. General terms and conditions of business

In addition to these terms and conditions of business for the electronic delivery of invoices via email, the latest version of the General Terms and Conditions of Business of QENTA shall apply ([www.qenta.com/en/terms-and-conditions/](http://www.qenta.com/en/terms-and-conditions/)).

Company and legal form (customer)

Customer number

Address

Invoice recipient

Male

Female

Name

**Yes, I wish to receive invoices via email and hereby cancel the delivery of invoices by post.**

Email address (block capitals, please)

I have read and agree to the "Terms and conditions for the electronic delivery of invoices via email". I hereby agree to receive information from QENTA via email, and understand that I can cancel this at any time.

Place, date

Authorized and legally binding signature (Company stamp, signature)