

Terms and conditions of business for recruiters

General

In these terms and conditions:

- a. 'Customer' means any person, company, organisation or firm which obtains Services from us;
- b. 'Services' means all recruitment products and services made available by us from time to time

Our services are entirely free. You will never be asked to pay or provide a payment for any of the services we provide to hotels.

Termination

- i. The Customer may terminate the participation at any time in writing to the registered company address.
- ii. We become insolvent, cease to trade or go into liquidation

We may terminate the provision of Services if:

- i. The Customer is in material breach of these terms and conditions and has not remedied such breach within ten days of notice specifying the breach and requiring that it be remedied, or:
- ii. The Customer becomes insolvent, ceases to trade or goes into liquidation.

Use of candidate database / Rights in the database

Database rights and all other applicable copyright and intellectual property rights in the candidate database belong to Hospitality Training & Recruitment Ltd. You acknowledge that you do not acquire any rights in the database or its content and that your retention and use of the database and its content is governed by these terms and conditions.

Dealings with candidates

You agree to deal fairly and professionally with individuals you may contact using information from the candidate database and not do anything which may bring Reception Academy into disrepute. You will indemnify Reception Academy from and against any claim brought by an individual against Reception Academy arising from your breach of this obligation or any other of these terms and conditions.

Confidential treatment of candidates information

You agree to keep all candidate information confidential and process them in line with the Data Protection Act 1998 as outlined below:

- processed fairly and lawfully
- processed for one or more specified and lawful purposes, and not further processed in any way that is incompatible with the original purpose
- adequate, relevant and not excessive
- accurate and, where necessary, kept up to date
- kept for no longer than is necessary for the purpose for which it is being used
- processed in line with an individual's rights
- kept secure with appropriate technical and organisational measures taken to protect the information
- not transferred outside the European Economic Area (the European Union member states plus Norway, Iceland and Liechtenstein) unless there is adequate protection for the personal information being transferred

Passwords

Passwords are for the sole use of the person to whom they are issued. We may deny access to a password if we reasonably believe that it is being used by an unauthorised person or that the user is breaching these terms and conditions.