

### **Web 3 Terms of Use**

Please read our Web3 Privacy Policy on our website regarding the collection of personal information.  
<http://corporate.postoffice.co.uk/secure-corporate/our-suppliers/>

If you would prefer not to share this personal information then when setting up contact details on your account, please input a generic department name and email address, for example, Accounts and `accounts[at]company[dot]com`.

References to We & Us refer to Post Office Ltd and references to You and yours refer to the Supplier/vendor accepting these terms and conditions

### **Important Information**

Registering with the Post Office does not constitute a formal trading agreement or the achievement of preferred supplier status. It will not automatically guarantee your company a business opportunity, however, if after reviewing your information, we will respond to you if an opportunity or need arises.

Post Office reserves the right to deny you access to the site at any time.

For existing suppliers registering and accepting the standard terms and conditions, it is understood that where a formal signed contract already exists, it is the specific contract terms that take precedence over the standard terms detailed here. Where relevant elements are not detailed or are missing from within the contract, the standard terms position would then apply. Appointment to Post Office as a supplier through activity undertaken on the Post Office sourcing module will require further specific terms agreements to be reached - these will be pertinent and relevant to the category of goods/services tendered. These will be detailed as part of each sourcing process and event activity, highlighted in the relevant tender documents and sections.

To ensure our emails reach your inbox, please add [no-reply@wax-live.com](mailto:no-reply@wax-live.com) to your list of trusted senders.

### **Terms of use**

1. You may use this website portal ("Portal") provided you agree to these terms of use. If you do not agree to these terms, you must not use the Portal. By using the Portal, you will be deemed to have accepted these terms.
2. All information uploaded by you to the Portal must be complete, accurate, and not misleading. You are responsible for maintaining the accuracy of payment details and all changes made by the supplier will be accepted as intended. The Post Office will not be held liable for the recovery of any payments which are lost as result of inaccurate or fraudulent activity by the supplier representative.
3. We are entitled at our sole and absolute discretion to decline any request by you to register as a support supplier and will not be required to provide an explanation.
4. The Portal and all information and materials therein are provided without any warranty, guarantee or representation as to its accuracy. We will use reasonable endeavours to correct errors and omissions as quickly as practicable after becoming aware or being notified of the same.

5. We aim to update the information on the Portal regularly, and may do so at any time. If the need arises, we may suspend access to the Portal.
6. Passwords and user IDs for access to the Portal must be treated as confidential. We reserve the right to disable any password or user ID if we believe the confidentiality of the same has been compromised.
7. The Portal and all related pages, including but not limited to content, software, code, graphics or other material is owned by or licensed to us and is protected by intellectual property and other proprietary rights and laws. Unauthorised use of any copyrighted materials, trademarks or any other intellectual property with the express written consent of the owner is strictly prohibited.
8. We may change, suspend or discontinue any aspect of the Portal, including the availability of any features, information, database or content, or restrict access to parts or all of the portal without notice or liability.
9. We reserve the right to change these terms at any time. The new terms will be effective immediately they are posted.
10. We do not warrant that the Portal will be (i) free of error or defect; (ii) available at all times; and (iii) free of viruses or other harmful applications. You should maintain up to date firewalls, anti-virus software and other similar protective measures.
11. We shall not be liable to you whether in contract, tort (including negligence), breach of statutory duty, strict liability or otherwise whatsoever, for any loss of profit, revenue, business, opportunity, goodwill, interest and/or savings or for any special, indirect or consequential loss of any nature whatsoever, arising directly or indirectly out of your use of the Portal.
12. To the fullest extent permitted by law, we exclude all conditions, warranties and other terms which might otherwise be implied by statute, common law or equity.
13. Clauses 10 and 11 above do not apply in respect of personal injury or death by negligence, fraudulent misrepresentation or other liability which cannot be limited or excluded by law.
14. We may from time to time provide links to third party websites. Such linked sites are not under our control and accordingly, we are not responsible for the contents of any such linked site.
15. If any term is held to be invalid, unlawful or unenforceable, it shall not affect the enforceability of any of the remaining terms.
16. These terms shall be governed and construed in accordance with English law and are subject to the exclusive jurisdiction of the courts of England and Wales.