

Terms and Conditions of Payment – JistQA Limited

1. Payment Terms

- Invoices are payable within **30 days** of the invoice date unless otherwise agreed in writing.
- Payment methods: Bank transfer (details on invoice), credit/debit card (subject to 2% processing fee).

2. Late Payments

- Late payments will incur interest at **8% per annum** above the Bank of England base rate.
- A **£40 administration fee** will be charged for reminders and overdue notices.

3. Scope of Work

- Services are as described in the **Purchase order** referenced in/attached to the invoice. Additional work may incur extra charges.

4. Cancellation & Refunds

- Cancellation within **48 hours** of a scheduled audit/consultation: **50% fee payable**.
- No refunds for completed services or delivered documentation.

5. Liability

- JistQA Limited's total liability is limited to **the value of the invoice paid**.
- We are not liable for **indirect losses** (e.g., lost profits, reputational damage).

6. Disputes

- Query an invoice? Notify us in writing within **7 days** of receipt.
- Unresolved disputes may be referred to **mediation or UK courts**.

7. Confidentiality

- Client information is kept confidential per our **Privacy Policy** (available on request).

8. Governing Law

- These terms are governed by **English law**.