DigifyTeams Terms and Conditions

Effective Date: [January 2025]

Welcome to DigifyTeams! By submitting our Virtual Specialist Request Form, you agree to the following terms and conditions. Please read them carefully before proceeding.

1. Acceptance of Terms

By completing and submitting the Virtual Specialist Request Form, you:

- Confirm that all information provided is accurate and truthful.
- Agree to these Terms and Conditions, which form a binding agreement between you and DigifyTeams.

If you do not agree to these terms, please refrain from using our services.

2. Purpose of the Form

The Virtual Specialist Request Form is intended to collect information about your business needs to enable us to match you with a Virtual Specialist. Completing the form does not guarantee the provision of services or constitute a formal agreement to engage our services.

3. Client Responsibilities

By submitting the form, you agree to:

- Provide accurate, complete, and up-to-date information.
- Respond promptly to our communications to facilitate the matchmaking process.

4. Service Limitation

DigifyTeams reserves the right to decline service to any client if:

- The provided information is incomplete, inaccurate, or deemed unsuitable for our services.
- Your business needs fall outside the scope of our expertise or offerings.

We also reserve the right to modify, suspend, or terminate our services at any time without prior notice.

5. Confidentiality and Privacy

We value your privacy and handle your information in accordance with our <u>Privacy Policy</u>. All information provided in the Request Form will remain confidential and will only be used to match you with a Virtual Specialist.

6. Intellectual Property

All content, branding, and materials provided by DigifyTeams remain the intellectual property of DigifyTeams. You may not reproduce, distribute, or use our materials without prior written consent.

7. Limitation of Liability

DigifyTeams will not be held liable for any:

- Losses or damages resulting from incomplete or inaccurate information provided by the client.
- Delays or disruptions caused by external factors beyond our control.

8. Changes to Terms and Conditions

DigifyTeams reserves the right to update or modify these Terms and Conditions at any time. Any changes will be posted on our website, and it is your responsibility to review the updated terms.

9. Governing Law

These Terms and Conditions are governed by the laws of The Federal Republic of Nigeria, and any disputes arising from this agreement shall be resolved in the courts of The Federal Republic of Nigeria.

10. Contact Us

If you have any questions or concerns about these Terms and Conditions, please contact us: **Email:** info@digifyteams.com

By submitting the Virtual Specialist Request Form, you confirm that you have read, understood, and agree to these Terms and Conditions.