



## Terms and Conditions: The Athena Network Singapore Pte Ltd

### 1. Acceptance of Terms and Conditions:

- a. **Membership:** Membership of The Athena Network Singapore Pte Ltd is conditional to the acceptance of these Terms & Conditions (T&C's). Our T&C's are subject to change without notice as the network evolves and we gain a better understanding of how members will benefit most from their membership. The T&C's ensure that we continue to deliver a professional service to our members and attract new members who are as committed to creating a supportive and professional community. These T&C's complement the spirit of The Athena Network Singapore Pte Ltd. The most current T&C's will always be available on the website.
- b. **Website:** The use of The Athena Network Singapore Pte Ltd website is subject to the following T&C's. By using this website you agree to our terms and conditions. The Athena Network Singapore Pte Ltd reserves the right to update the T&C's at any time without notice to you.

2. **Application for Membership:** Any female can apply to The Athena Network Singapore Pte Ltd for membership. The Athena Network Singapore Pte Ltd reserves the right to deny or cancel membership, access to its events or online facilities should the member or their company be deemed unsuitable for membership. No explanation needs to be given.
3. **Membership Fees:** Membership fees are outlined on our website (and available from us on request) and are subject to alteration without prior notification. All membership fees are payable in full with the application, however in the event of non-acceptance of application they will be refunded within 5 working days. The membership period is one year from the date of acceptance of membership and is charged annually and is payable on the day of the start of membership and then on the day of annual renewal.
4. **Membership Payments:** Once you've decided to join The Athena Network Singapore Pte Ltd, we want to give you the opportunity to ensure you have made the right decision. There is a 28-day 'cooling off' period, from the date of your welcome letter, which means that if you change your mind within that time, we will refund your membership fee without question.
5. **Membership:** Any member or its representatives acting in a manner not conducive to the aims of The Athena Network Singapore Pte Ltd can have its membership suspended or rescinded at the discretion of The Athena Network Singapore Pte Ltd. Activities that can lead to suspension or membership cancellation include lack of attendance at executive meetings (if applicable), non-payment of membership or event fees, inappropriate and unprofessional behaviour, spamming members via email, posting of inappropriate content online or aggressive promotion. In such circumstances, no refund of fees will be made.

Members pay an annual subscription fee in return for benefits that are accorded to the member. These benefits could include a secured position within the Executive Club (where appropriate) to maximise collaboration of business opportunities within a diverse group, priority invitations for events, reduced entry to certain events and at the discretion of The Athena Network Singapore Pte Ltd, excess to partner offers and services designed to increase business marketing opportunities for each of its members.

For the duration of your membership you must provide a correct and accurate email address to receive mandatory operation communications affecting your membership. You are responsible for notifying us of any changes in contact details. You are responsible for checking the membership T&Cs from time to time.

- 6. Membership Renewal:** Renewal membership payments will be notified by invoice. Payment is to be made before the end of the current annual membership date. In such cases where payment is not received before the end of current membership, membership will be suspended pending settlement.

Once renewal has been agreed and made it cannot be cancelled or refunded. Membership will only start before payment is received at the discretion of The Athena Network Singapore Pte Ltd and on the understanding that the terms of membership including payment have been understood and accepted by you and/or your company.

The Athena Network Singapore Pte Ltd requires payment within 30 days of invoice date specified on the invoice and reserves the right to charge an administration fee for late-payment of renewals.

- 7. Executive Club Meeting Fees:** Meeting fees are invoiced on the 1<sup>st</sup> monthly and payable within 7 days of receipt. Fees are payable by 12 monthly installments and include 10 Executive Club meetings. A condition of membership is that the monthly meeting fees are payable monthly and there is no refund for non-attendance.

- 8. Member Attendance At Executive Club:** To get the most out of your Athena membership, you are expected to attend 8 out of 10 of your group meetings. Before joining the Executive Club we ask that you are confident that you can honour this commitment. By attending regularly, we can learn more about you and how we can help you to develop your business.

When you know you aren't able to attend, we expect you to arrange for someone to represent you, this should not be a member in the same group as you. If you are represented at a meeting this will not count as an absence. If you are unable to attend and can't find someone to represent you this is counted as an absence. In either case you should notify The Athena Network Singapore Pte Ltd as soon as you know you are unable to attend.

For members who miss two meetings in a year, we reserve the right to open up your professional business category to another lady who is able to make the commitment to attend all of The Athena Network Singapore Pte Ltd meetings.

- 9. Members Professional Category Exclusivity for the Executive Club:** In the spirit of fairness and as a part of the Athena policy, each member joins The Athena Network Singapore Pte Ltd on the understanding that they are representing one profession only. The profession is to be identified on the membership application and is to represent their main business or a substantial part of their business activities. Should a business provide more than one primary product or service the member is to focus on their core business within the group.

The profession can only be redefined or altered with the agreement of the members Group Leader. This policy ensures that there is no professional conflict and/or confusion when a referral is to be passed. This policy also ensures that the group does not restrict the growth because a member is aiming to cover more than one professional category.

- 10. Members Visiting Other Athena Groups:** One of the benefits of membership to The Athena Network Singapore Pte Ltd is being able to make contact with the wider network outside of your own Executive Club group. We actively encourage members to visit other groups but we want to make sure you attend a group where there wouldn't be a direct conflict with another

member so you don't waste your visit. Attendance at another group meeting assumes that it is not on the same day as your own group meeting. The meeting fee is to be paid in full, upon registration and before attending the meeting.

- 11. Cancellation of Membership:** In the event of a member wishing to cancel their membership, notice needs to be given in writing to The Athena Network Singapore Pte Ltd. No fees are refundable. Should The Athena Network Singapore Pte Ltd make a decision to terminate a member's membership, no fees are refundable.
- 12. Administration Fees:** We are very happy to support members who have lost invoices/documents and provide a copy. You will be asked to make an administration fee in advance of the paperwork being provided.
- 13. Third Party Offers and Services:** From time to time The Athena Network Singapore Pte Ltd brings you third party offers and services from selected partners. By submitting a request to any third party partnership either via The Athena Network Singapore Pte Ltd or directly you are agreeing to the passing of your personal data as outlined in the Privacy Policy.
- 14. Links to Third Party Sites:** The links on our site will let you leave The Athena Network Singapore Pte Ltd website. The linked sites are not under the control of The Athena Network Singapore Pte Ltd and can therefore not be held responsible for the contents of any linked site or any link contained in a linked site, or any changes or updates to such sites. The Athena Network Singapore Pte Ltd is not responsible for webcasting or any other form of transmission received from any linked site. The Athena Network Singapore Pte Ltd is providing these links to you only as a convenience, and the inclusion of any link does not imply endorsement by The Athena Network Singapore Pte Ltd of the site.  
  
The Athena Network Singapore Pte Ltd cannot be held responsible for any files uploaded from third party sites that may contain viruses, Trojan horses, worms, time bombs, cancelbots, corrupted files, or any other similar software or programs that may damage the operation of another's computer or property of another.
- 15. Privacy:** All personal and business information is only used by The Athena Network Singapore Pte Ltd for its own business purposes. Please refer to The Athena Network Singapore Pte Ltd Privacy Policy on our website.
- 16. Use of the Athena Network Singapore Pte Ltd Services:** The services provided by The Athena Network Singapore Pte Ltd may contain e-mail services, bulletin board services, chat areas, news groups, forums, communities, personal web pages, affiliate links, other message or communication facilities designed to enable you to communicate with others. You agree to use these communication services only to post, send and receive messages and material that are proper and, when applicable, related to the particular topic.
- 17. Description of Services:** Through its network of web properties, The Athena Network Singapore Pte Ltd provides you with access to a variety of resources; download areas, communication forums and product information (collectively know as "Services"). The Services, including any updates, enhancements, new features, and/or the addition of any new information and are subject to the T&C's.
- 18. Accuracy of Information:** Every care has been taken to ensure that all information on this site is correct and true at the time of entry. Whilst we endeavour to check the accuracy of any information or prices supplied to us, we cannot be held responsible for the accuracy of any information submitted by our members or other third parties.
- 19. Personal and Non-commercial Use Limitations:** Unless otherwise specified, the services

provided on this site are for your personal and non-commercial use only. You may not modify, copy, distribute, transmit, display, perform, reproduce, publish, license, create derivative works from, transfer, or sell any information or services obtained from the services. Please respect the intellectual property rights of others when using the information gained from this site.

- 20. Images and Documents Available on this Website:** Permission to use images and documents from the services is granted, provided that (1) use of such documents from the services is for informational, personal and non-commercial use only and will not be copied or posted on any network computer or broadcast in any media, and (2) no modifications of any documents are made. Any images used on this site are owned by The Athena Network Singapore Pte Ltd or used with the express permission of the owner.
- 21. Membership Details, Passwords and Security:** If any of the services requires you to enter any personal details, you must complete the registration process by providing us with current, complete and accurate information as prompted by the applicable registration form.
- 22. No Unlawful or Prohibited Use:** As a condition of your use of the services, you will not use the services for any purpose that is unlawful or prohibited by these terms, conditions, and notices. You may not use the services in any manner that could damage, disable, overburden, or impair any server, or the network(s) connected to any The Athena Network Singapore Pte Ltd server, or interfere with any other party's use and enjoyment of any services. You may not attempt to gain unauthorised access to any services, membership details, computer systems or networks connected to any The Athena Network Singapore Pte Ltd server or to any of the services, through hacking, password mining or any other means. You may not obtain or attempt to obtain any materials or information through any means not intentionally made available through the Services.

This site will not be used in the communication of services in connection with surveys, contests, pyramid schemes, chain letters, junk email, spamming or any duplicative or unsolicited messages (commercial or otherwise).

You may not publish, post, upload, distribute or disseminate any inappropriate, profane, defamatory, obscene, indecent or unlawful topic, name, material or information on this site.

- 23. Material Provided to the Athena Network Singapore Pte Ltd or Posted At the Athena Network Singapore Pte Ltd Website:** The Athena Network Singapore Pte Ltd does not claim ownership of the materials you provide to The Athena Network Singapore Pte Ltd (including feedback and suggestions) or post, upload, input or submit to any services or its associated services for review by other members or the general public. However, by posting, uploading, inputting, providing or submitting ("Posting") your submission you are granting The Athena Network Singapore Pte Ltd, its affiliated companies and necessary contributors permission to use your submission in connection with the operation of their Internet businesses. You give your permission (unless otherwise stated) to: copy, distribute, transmit, publicly display, publicly perform, reproduce, edit, translate and reformat your submission; to publish your name in connection with your submission; and the right to sub-license such rights to any supplier of the services.

No compensation will be paid with respect to the use of your submission, as provided herein. The Athena Network Singapore Pte Ltd is under no obligation to post or use any submission you may provide and The Athena Network Singapore Pte Ltd may remove any submission at any time in its sole discretion.

In addition to the warranty and representation set forth above, by posting a submission that contain images, photographs, pictures or that are otherwise graphical in whole or in part, you warrant and represent that (a) you are the copyright owner of such images, or that the

copyright owner of such images has granted you permission to use such images or any content and/or images contained in such images consistent with the manner and purpose of your use and as otherwise permitted by these T&C's, (b) you have the rights necessary to grant the licenses and sublicenses described in these T&C's, and (c) that each person depicted in such images, if any, has provided consent to the use of the images as set forth in these T&C's, including, by way of example, and not as a limitation, the distribution, public display and reproduction of such images.