

# 5 Star Office

## Terms of Website Use

PLEASE READ THESE TERMS AND CONDITIONS CAREFULLY BEFORE USING THIS SITE

### 1. What's in these terms?

- 1.1. These terms tell you the rules for using our website [www.5staroffice.net](http://www.5staroffice.net) ("**our Site**").

### 2. Who we are and how to contact us

- 2.1. [www.5staroffice.net](http://www.5staroffice.net) is a website operated by Warrens Office Limited trading as 5 Star Office ("We"). We are registered in England and Wales under company number 01613232 and have our registered office at, and our main trading address is, Unit 1 Moorside Point, Moorside Road, Winchester SO23 7RX. Our VAT number is 717 5137 37.
- 2.2. We are a limited company.
- 2.3. To contact us, please email [sales@5staroffice.net](mailto:sales@5staroffice.net).

### 3. By using our Site you accept these terms

- 3.1. By using our Site, you confirm that you accept these terms of use and that you agree to comply with them.
- 3.2. If you do not agree to these terms, you must not use our Site.
- 3.3. We recommend that you print a copy of these terms for future reference.

### 4. There are other terms that may apply to you

- 4.1. These terms of use refer to the following additional terms, which also apply to your use of our site:
  - 4.1.1. Our Privacy Policy which can be found at [www.5staroffice.net/privacy-policy](http://www.5staroffice.net/privacy-policy).
  - 4.1.2. If you purchase goods from our site, our Terms and conditions of supply, available at [www.5staroffice.net/consumer-terms](http://www.5staroffice.net/consumer-terms), will apply to the sales.

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### 5. We may make changes to these terms

- 5.1. We amend these terms from time to time. Every time you wish to use our Site, please check these terms to ensure you understand the terms that apply at that time. These terms were most recently updated on 04 November 2020.

### 6. We may make changes to our Site

- 6.1. We may update and change our Site from time to time to reflect changes to our products, our users' needs and our business priorities.

### 7. We may suspend or withdraw our Site

- 7.1. Our Site is made available free of charge.
- 7.2. We do not guarantee that our Site, or any content on it, will always be available or be uninterrupted. We may suspend or withdraw or restrict the availability of all or any part of our Site for business and operational reasons. We will try to give you reasonable notice of any suspension or withdrawal.
- 7.3. You are also responsible for ensuring that all persons who access our Site through your internet connection are aware of these terms of use and other applicable terms and conditions, and that they comply with them.

### 8. Our site is only for users in the UK

- 8.1. Our Site is directed to people residing in the United Kingdom. We do not represent that content available on or through our Site is appropriate for use or available in other locations.

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### 9. You must keep your account details safe

- 9.1. If you choose, or you are provided with, a user identification code, password or any other piece of information as part of our security procedures, you must treat such information as confidential. You must not disclose it to any third party.
- 9.2. We have the right to disable any user identification code or password, whether chosen by you or allocated by us, at any time, if in our reasonable opinion you have failed to comply with any of the provisions of these Terms of Use.
- 9.3. If you know or suspect that anyone other than you knows your user identification code or password, you must promptly notify us at [sales@5staroffice.net](mailto:sales@5staroffice.net).

### 10. How you may use material on our Site

- 10.1. We are the owner or the licensee of all intellectual property rights in our Site, and in the material published on it. Those works are protected by copyright laws and treaties around the world. All such rights are reserved.
- 10.2. You may print off one copy, and may download extracts, of any page(s) from our Site for your personal use and you may draw the attention of others within your organisation to content posted on our Site.
- 10.3. You must not modify the paper or digital copies of any materials you have printed off or downloaded in any way, and you must not use any illustrations, photographs, video or audio sequences or any graphics separately from any accompanying text.
- 10.4. Our status (and that of any identified contributors) as the authors of content on our Site must always be acknowledged.
- 10.5. You must not use any part of the content on our Site for commercial purposes without obtaining a licence to do so from us or our licensors.
- 10.6. If you print off, copy or download any part of our Site in breach of these terms of use, your right to use our Site will cease immediately and you must, at our option, return or destroy any copies of the materials you have made.

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### 11. We are not responsible for websites we link to

- 11.1. Where our site contains links to other sites and resources provided by third parties, these links are provided for your information only. Such links should not be interpreted as approval by us of those linked websites or information you may obtain from them.
- 11.2. We have no control over the contents of those sites or resources.

### 12. Our responsibility for loss or damage suffered by you

- 12.1. We do not exclude or limit in any way our liability to you where it would be unlawful to do so. This includes liability for death or personal injury caused by our negligence or the negligence of our employees, agents or subcontractors and for fraud or fraudulent misrepresentation.
- 12.2. Different limitations and exclusions of liability will apply to liability arising as a result of the supply of any products or services to you, which will be set out in our Terms and Conditions of sale, available at [www.5staroffice.net/consumer-terms](http://www.5staroffice.net/consumer-terms).
- 12.3. We exclude all implied conditions, warranties, representations or other terms that may apply to our Site or any content on it.
- 12.4. We will not be liable to you for any loss or damage, whether in contract, tort (including negligence), breach of statutory duty, or otherwise, even if foreseeable, arising under or in connection with:
  - 12.4.1. Use of, or inability to use, our Site; or
  - 12.4.2. Use of or reliance on any content displayed on our Site.
- 12.5. In particular, we will not be liable for:
  - 12.5.1. Loss of business profits, sales, business or revenue;
  - 12.5.2. Business interruption;
  - 12.5.3. Loss of anticipated savings;
  - 12.5.4. Loss of business opportunity, goodwill or reputation; or
  - 12.5.5. Any indirect or consequential loss or damage.

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### 13. How we may use your personal information

- 13.1. We will only use your personal information as set out in our privacy policy, which can be found at [www.5staroffice.net/privacy-policy](http://www.5staroffice.net/privacy-policy). This policy also contains details of what cookies we use, their nature, purpose and related usage of your personal data on our website.

### 14. We are not responsible for viruses and you must not introduce them

- 14.1. We do not guarantee that our Site will be secure or free from bugs or viruses.
- 14.2. You are responsible for configuring your information technology, computer programmes and platform to access our Site. You should use your own virus protection software.
- 14.3. You must not misuse our Site by knowingly introducing viruses, trojans, worms, logic bombs or other material that is malicious or technologically harmful. You must not attempt to gain unauthorised access to our Site, the server on which our Site is stored or any server, computer or database connected to our Site. You must not attack our Site via a denial-of-service attack or a distributed denial-of service attack. By breaching this provision, you would commit a criminal offence under the Computer Misuse Act 1990. We will report any such breach to the relevant law enforcement authorities and we will co-operate with those authorities by disclosing your identity to them. In the event of such a breach, your right to use our Site will cease immediately.

### 15. Which country's laws apply to any disputes?

- 15.1. These terms of use, their subject matter and their formation (and any non-contractual disputes or claims) are governed by English law. We both agree to the exclusive jurisdiction of the courts of England and Wales.