

BOOKING FORM

I apply for the Online-Seminar Series, „**The Secret Keys to Initiation**“
with Salomo Baal-Shem.

A seminar series comprising 27 seminar parts, divided into 13 developmental levels

Seminar Times: Monday evenings 19:30 – approx. 21:30 CE(S)T

Specific dates to be agreed with participants.

The seminars will be held in English.

This series is a long-term seminar series with seminars held approximately every three months. Between the individual seminars, participants need sufficient time to implement the resulting development steps.

In the online seminars of this series, we reveal the secret keys to the pathway of initiation, based on objective criteria that have never before been described with such clarity. The seminars themselves serve to impart knowledge and promote personal development for serious seekers, but they do not include automatic initiation. Personal spiritual development within the framework of the path of initiation, as pursued in the Brotherhood of the Eternal Light, requires additional individual guidance from a spiritual mentor and personal participation in various workshops.

Lastname	Forename
Street Address	House Number
Postcode	City
Country	Date of Birth
Phone	Email

I would like to take advantage of the early bird price and pay before January 31st, 2026:

☐ **1995 Euro-** for live participation in the complete online seminar series.

I pay the normal compact price:

☐ **2250 Euro** for live participation in the online seminar series.

By booking the series at the compact price, you enable us to plan for the long term. If we reach a minimum of 10 compact bookings, we guarantee that this long-term series will be carried out in full¹.

If this minimum number of compact bookings is not reached, the series may be terminated prematurely if the total number of participants falls below 10, with a notice period of 9 months. In this case, we would refund the compact bookers a pro-rata amount for the meetings that do not take place. In this case, an attempt can be made to continue the series at a later date, possibly under different conditions.

¹ This guarantee does not apply to impediments caused by force majeure.

Please send as a handwritten signed scan by email to: boel-shop@qabbalah.org

Or send via snail-mail to: Ruach ha-Chesed Event- und Medienvertrieb, Postfach 21 91 31, D-33697 Bielefeld, Germany

Bank Account: Andrea Oda Geller, IBAN DE57100110012624698993, BIC/SWIFT Code NTSBDEB1XXX

Reference: Name of Participant VAT ID Number: DE338407119 Form Version: January 1st 2025

I pay a subscription price²:

☐ **650 Euro deposit and 81 monthly payments of 36 Euro**

Please **pay via paypal to boel-shop@qabbalah.org** or transfer the fee to the bank account below and send us the completed booking form by mail or email. If you need other payment options, please mail me and I can send you a link.

Access to the webinar will be sent by email. Please check your spam folder if necessary.

Seminar Recording

The seminar will be recorded. The recording may be available for purchase at a later date.

In a very long-term seminar series, it can always happen that a participant is unable to attend a session. That is why we allow seminar participants to view the recording of a session for a total of five seminars instead of attending live. Access to additional recordings may be subject to a fee.



☐ **I have read the terms and conditions on the following pages, as well as the privacy policy for seminar bookings, understand and with my registration agree with it.**

Date and Signature _____

Please print out page 1 + 2 of the form unchanged, fill them in, sign them by hand and send them by email as a scan or photo or as a letter, addresses see below. No digital signature.

² The deposit is due immediately. Monthly payments begin in the month of the first seminar date. If a participant falls behind with payments or interrupts payments, they may lose their right of access to the series. The decision on this is made by the organisers. Legal recourse is excluded.

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General Terms and Conditions of the Ruach ha-Chesed Event- und Medienvertrieb

The Ruach ha-Chesed Event- und Medienvertrieb (in the following briefly called “Ruach ha-Chesed”) takes over the organization and transaction of the registration of events, as well as the transaction of purchases of event recordings, CDs, DVDs, other electronic media and files and access to media resources for organizers of live-events, on-line and in-person workshops and seminars. The execution of the aforementioned events and the supply of the event recordings, media and files is the responsibility of the organizing course instructor or lecturer of the seminar, hereinafter referred to as “(event) organizer”.

Application, Confirmation of application, Invoice, Reservation of participation

To register for a seminar or to order a recording, we ask you to use the application form of the seminar description. Please send the completed application form

as a picture or scan by email to [**boel-shop@qabbalah.org**](mailto:boel-shop@qabbalah.org)
or by snail-mail to

Ruach ha-Chesed Event- und Medienvertrieb
Postfach 21 91 31
33697 Bielefeld
Germany

You will receive a confirmation of your application with an invoice over the seminar fee either automatically via the online shop or via email within 3-5 days.

If you have received the confirmation, the place is reserved for you at the seminar. Please pay the deposit within the period stated on the registration form. Please note that early booking has different payment deadlines on the invoice. If the early booking payment deadline has expired, the normal seminar fee will be charged. If you do not pay the deposit within the specified period, the reservation will expire.

Unfortunately it is possible that a letter or an email does not arrive. If you did not receive a reply to your application within 14 days please get in touch, because in this case it is likely that we didn't receive your application. Without registration confirmation no reservation is made. Applications and deposits are not transferable to another person.

Payment, Payment Options, Payment Deadlines

Please transfer money to the following bank account. Please make sure that transferring fees are covered.

Account name: Andrea Geller
IBAN DE57100110012624698993
BIC/SWIFT-Code NTSBDEB1XXX
Paypal: [**boel-shop@qabbalah.org**](mailto:boel-shop@qabbalah.org)

VAT identification number /VAT Reg. No.: DE338407119

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Please use the reference given at the application form when transferring money. In case that the participant is not the same person as the account holder, please give the participant's name, too.

The sum total has to be paid until the payment deadline written at the application form. Unless otherwise specified, for events on-site and live online seminars this is eight weeks before the start of the event. If the payment has not been received in full by this time, the reservation and the deposit may be forfeited. Benefits like early booking prices or special rates for members can only be granted, if the conditions for the given benefits are adhered. In case that conditions for a benefit are not adhered, the regular seminar fee has to be paid. Workshop recordings and other media will be sent/provided after full payment has been received.

Cancellation by the organizer

The organizer has the right to cancel a seminar if the required minimum number of 12 participants has not been reached. In this case, the registered participants will be informed no later than 4 weeks before the event. In case of circumstances which make it impossible to carry out the seminar (e.g. short-term disease of the seminar teacher), the event organizer is entitled to cancel the seminar even at short notice. This also applies to circumstances that are not in the responsibility of the event organizer or Ruach ha-Chesed. . We would like to point out that in such cases we will try to find solutions that are satisfactory for all parties involved (e.g. alternative date). Participants are not obliged to take advantage of an alternative solution. Any fees already paid will be fully refunded within 30 days. Participants are not entitled to any further claims.

Cancellation of a single date of a seminar series:

The above-described authorization of the organizer to cancel a seminar also applies to a single date of a seminar series consisting of several appointments. In these cases as well, we will endeavor to find solutions that are satisfactory for all parties concerned (for example, alternative date). The participants are not obliged to use an alternative solution.

If a participant does not use an alternative solution, they are entitled to the refund of the part of the seminar fee, based on the failed or postponed part. If the individual seminar parts do not have their own, stated price, the calculation of the proportional seminar fee is based on the proportion of the seminar days of the individual appointment, in relation to all the seminar days of a seminar series.

The participant is only entitled to the refund of the proportional seminar fee or to the offered alternative solution, but not to the refund of the fees for the entire series, or larger shares than the cancelled seminar part. Should a repetition of the organizer's canceled individual appointment be offered, the only option is to repeat this part at the next possible date. There is no claim to the repetition of the entire series or other individual dates of the series.

Already paid fees will be fully refunded within 30 days. Participants are not entitled to any further claims.

Cancellation or modification of a seminar section:

The seminar leader can arrange the course of the seminar according to the needs, the development progress, as well as the general and specific situation of the majority of the participants and deviate from the pre-announced procedure. He has the right to delegate parts of the seminar to other seminar leaders or assistants. This applies in particular if unforeseen circumstances occur which would lead to the failure of the section without changing a seminar section. (For example, short-term illness of the seminar leader) Should unforeseen

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circumstances arise which were not caused by force majeure, but which make it necessary to cancel a seminar part and there is no solution to continue the seminar, the participants are entitled to proportional repayments according to the lost time share. Further claims are not available to the participants. A seminar will only be considered completely canceled if more than 50% of the seminar time has been canceled.

If a participant should behave during a seminar in a way that the standard rules of etiquette are violated (e.g., alcohol and drug abuse, insulting or slandering others, rioting or other undesirable or criminal acts) and his participation is unreasonable for the organizers, other participants or the accommodation, the event organizer is entitled to cancel that person's further participation in the seminar. This also applies in the event of a participant's physical or mental health problems that make it impossible to participate in the seminar. In such cases, no refund of course fees is possible. There is no recourse for exceeding costs.

The organizer reserves the right to reject or cancel registrations of participants who have caused such problems in the past. In this case, the organizer will cancel participation at least 14 days prior to the seminar, or, in the case of problems occurring at short notice, cancel the participation in the seminar before the seminar date. Any fees already paid will be fully refunded within 30 days. The participant is not entitled to any further claims.

Disruptions and internet failure during online events:

If an online event cannot take place in part or in full due to technical disruptions, e.g. power failure or internet disruption, participants will be given access to the recording of the seminar or translation or an alternative date. The organizer will decide which option makes more sense. If the participation of the participants is essential for the event, only an alternative date makes sense. Participants who cannot attend live on the alternative date can learn the content through the recording. If the event mainly consists of a presentation, it is also possible that this will be recorded by the organizer and the participants will have access to the recording. If the disruption has affected the translation function, access to the recording with translation can be provided subsequently.

Cancellation by the participant

The cancellation or withdrawal from an event must be made in writing, preferably by email to boel-shop@qabbalah.org.

In case of cancellation by email, the cancellation is only valid if it has been confirmed by a cancellation confirmation. A read confirmation of the email is not sufficient.

If there is on the registration form another withdrawal period than the standard of eight weeks mentioned here, this different cancellation period applies instead of the eight weeks, but only to the seminar associated to that registration. (This can happen especially with events planned at short notice.)

Cancellation up to 8 weeks before the seminar:

The deposit will be forfeited. Beyond the deposit already paid fees will be refunded. Refunds will be paid back within 30 days. Please provide information about your bank account connection with your cancellation for that case.

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Cancellation within 8 weeks prior to the seminar:

The full event fee must be paid. This also applies to short-term cancellation due to illness or cancellation of participation.

Cancellation when booking special rates without cancellation:

If the option booked is a special price without the option of cancellation possibilities (in particular, but not exclusively, super early bird prices and early bird prices), the full seminar price has to be paid, respectively no refund of an already paid fee is possible.

By booking an event, the participant instructs the organiser to carry out the detailed planning, organisation and preparation of the event. The participant has understood that this service must be provided in whole or in part long before the seminar is held. For many of our events, the largest part of the work to be done is not the performance of the event, but the preparation of the content, e.g. research and conception.

Proportionate refund:

In the case of a proportional refund, the following applies: In the case of seminars and online events, the largest part of the effort typically consists of planning and preparation, so that 2/3 to 3/4 of the total effort has already been made before the actual start of the seminar or (online) seminar series.

Should there have been a special discount for a complete booking, this special discount is forfeited in the case of a proportional refund, so that the normal price or single price version has to be applied. If no single price version has been offered, a price of at least 125% of the offered normal price has to be applied.

Cancellation of an individual appointment of a seminar series consisting of several appointments:

An individual appointment is considered to have been canceled in good time if the cancellation was made 8 weeks before the start of the respective appointment. In the case of a withdrawal period stated otherwise on the registration form, the specified period applies to the individual date.

Repetition of a seminar canceled by the participant or of a single date of a seminar series:

In individual cases the participant can be offered a repetition at a later repeating of the seminar or the seminar series. This is a goodwill arrangement for seminars canceled in good time or individual appointments. There is no legal right for repetition.

Should the event organizers have reservations as to whether a participant fits in the group of a new series of seminars, a repetition in such cases (even without giving a reason) can be denied, since a positive coherent group atmosphere is an important aspect of the event organizer's seminars. This is especially the case when claims, threats or the mention of legal action towards seminar leaders, other participants or staff of the seminar location are pronounced, or the participants generally violate the usual decency and behavioral rules.

We recommend taking out a seminar cancellation insurance to cover cancellation reasons that are not foreseeable at the time of booking. Check out the details at the big insurance companies or with internet search engines using terms like "seminar cancellation insurance", "travel cancellation insurance for seminars" or "seminar insurance". Some rates will

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reimburse you not only for seminar cancellation cost, but also for travel and accommodation costs.

Cost of food and accommodation in case of cancellation of the participant:

In case of cancellation a seminar that is an event which has food and accommodation costs included in the price of the seminar, these costs of food and accommodation can only be refunded if the organizer has no costs incurred by the resignation of the participant.

Alternative dates

The organizer and Ruach ha-Chesed are entitled to offer seminars with an official alternative date in order to increase the planning reliability of an event.

If a seminar cannot be held due to a reason beyond the control of the event organizer and Ruach ha-Chesed or due to force majeure (for example, but not limited to Corona), the official alternate date will replace the first seminar date.

If a seminar cannot be held due to a reason beyond the control of the organizer and Ruach ha-Chesed or due to force majeure (for example, but not limited to Corona), the official alternate date will replace the first seminar date.

In the unlikely event that the substitute date cannot be held either due to a reason beyond the control of the organizer and Ruach ha-Chesed or due to force majeure, the organizer may set a third date or change the content to a webinar, if the workshop contents allow to do so. By registering, the participant automatically agrees to this procedure and to the alternate date(s) or change to a webinar.

In these cases, there is no claim to a refund of the seminar fee or to compensation for other costs incurred by the change of date, such as travel, accommodation and other costs.

Force Majeure

No claims can be made against the organizer or Ruach ha-Chesed in case of cancellation or termination / interruption of a seminar due to force majeure. There is no claim for reimbursement of the seminar fee and no claim for compensation of further costs regarding the seminar, such as travel, accommodation and other costs.

Cancellation Policy

Withdrawal

You have the right to cancel a contract within fourteen days without giving any reason. The revocation period is fourteen days from the date of the conclusion of the contract or the receipt of goods. To exercise your right of withdrawal, you must notify us by means of a clear statement (such as a letter sent by snail mail or an email) of your decision to withdraw from this contract.

Deposits of seminars that serve to reserve places are excluded from withdrawal after the due date of the deposit and cannot be cancelled. Particularly favourable offer prices such as super early bird or early bird prices are excluded from withdrawal and cannot be cancelled. Both cases are always excluded from refund.

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Please use the following withdrawal form to declare your cancellation:

- Begin of the withdrawal form –

Withdrawal form

Please fill out the form and send it by letter or scanned/photographed by email to the following address:

Ruach ha-Chesed Event und Medienvertrieb
Postfach 21 91 31
33697 Bielefeld
Germany

or via Email to boel-shop@qabbalah.org

Sender: Name, First Name	Address	Email
I hereby revoke my contract for the booking of the following seminar or purchase of the following recording or other media: article:		
I had booked the seminar / purchased the following recording or other media on: (date)	I received the registration confirmation on:	
Date:	Signature	

- End of the withdrawal form –

In order to maintain the cancellation period, it is sufficient for you to send the notification of the exercise of the right of withdrawal before the expiry of the withdrawal period.

Consequences of the cancellation

If you withdraw from this contract, we will refund to you all payments we have received from you that do not relate to a service excluded from the right of withdrawal (such as seminar deposits to reserve a place or offer prices excluded from the right of withdrawal, e.g. super early bird or early bird prices), including delivery costs (with the exception of additional costs resulting from the fact that you have chosen a type of delivery other than the cheapest standard delivery offered by us), immediately and at the latest within fourteen days from the day on which we received the notification of your revocation of this contract. For this

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repayment, we will use the same means of payment that you used for the original transaction, unless expressly agreed otherwise with you. In no case will you be charged for this repayment.

In the case of goods delivered, we may refuse to repay you until we have received the goods back or until you have provided proof that you have returned the goods, whichever is the earlier. You must immediately and in any event not later than fourteen days from the date on which you inform us of the cancellation of this contract send or give back the goods to:

Ruach ha-Chesed Event- und Medienvertrieb
Postfach 21 91 31
33697 Bielefeld
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The deadline is met if you send the goods before the deadline of fourteen days. You bear the immediate costs of returning the goods. You only have to pay for a possible loss in value of the goods, if this loss of value is due to a handling that is not necessary for the examination of the nature, characteristics and functioning of the goods. In the case of a return from non-EU countries, please contact us before sending in order to arrange any necessary customs documents for the return shipment.

You can only revoke the purchase of CDs, DVDs, USB-sticks or other storage devices if the seal on the CDs, DVDs, USB-sticks or other storage devices has not been damaged.

Expiry of the right of withdrawal for digital goods

Digital goods such as e-books, access to online resources, videos or audiobooks etc. that are not delivered on a physical disk or other physical storage medium, but e.g. are delivered via email or download, are excluded from the right of revocation due to the immediate automatic completion of the contract in certain circumstances.

- End of Cancellation –

Liability of the organizer

The organizer or Ruach ha-Chesed shall not be liable for damage to or loss of participants' property or in the event of injury or psychological or other after-effects or consequences.

Teaching materials and other resources

The provision of teaching materials, access to online tools, or the use of other resources associated with a seminar, seminar module, or seminar section, or developed specifically for the attending participants, is contingent upon participation. By not attending a seminar, seminar module, or portion of a series of seminars or other forms of event, all claims to the provision of teaching materials or access to online tools or other resources associated with this seminar or module or section, are forfeited. There is no legal right to these resources, which were developed specifically for attending participants.

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Registration and payment of the seminar fee entitles participants to attend the seminar. Participation in the seminar entitles to the handing over and use of the resources, but the payment of the seminar fee alone does not entitle to the handing over and use of the resources.

For access to media resources: Access is guaranteed for at least 12 months after the resource is made available. Access may be provided for a longer period or even indefinitely, but no right to access may be derived from this. Making illegal copies of resources made available online and giving others access to them is prohibited.

Exams and certificates

If an event contains exams or certificates that certify successful participation in the seminar, then the organizers alone decide whether a participant passed the exam or participated successfully. If certificates are a confirmation of participation, the organizers decide in case of doubt whether the certificate can be awarded or not if a participant has not completed the entire program.

If a participant has not participated in all parts of a series of seminars because the organizer has canceled one or more individual dates and the participant has not accepted alternative dates, there is no entitlement to examinations or certificates that depend on the entire participation in a series of seminars.

If a participant does not pass the exam or does not receive a certificate, there is no right to reimbursement of the seminar fees. The legal process is excluded.

Data Protection

By concluding a contract with the organizer and Ruach ha-Chesed you agree to have read, understood and agree to the privacy policy of the organizer.

You will find the data protection information regarding a seminar booking in the appendix of the registration form as well as in the online-shop or on our website.

Media Recordings

Seminars or webinars may be recorded by the organizer or by persons commissioned by the organizer for the purpose of creating marketing material or products which seminar participants and other persons may acquire subsequently.

Other media recordings of the seminars (for example, photos, audio recordings or video recordings) by persons other than from the organizer authorized or the organizers themselves are not permitted.

The recordings are the exclusive property of the event organizer, who also owns the exclusive copyright. The fee for the recording is a rental fee for a permanent item of loan for an indefinite period.

The property rights do not pass to the user of the item of loan. A transfer to other persons, a rental or a sale are not permitted. The rental fee only authorizes personal use. Public presentations are not allowed. No part of the seminar recording may be reproduced in any form or by any means, electronically or mechanically reproduced or stored in a digital system. The participant does not derive any further rights, rights or claims to or from these recordings. The recordings may be edited, archived and used by the organizer for advertising material and

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commercial purposes. This includes audio products, CDs, DVDs, videos, the Internet, wireless media, live streams, as well as print and lectures.

Seminar recordings can be made available by the organizer via CDs, DVDs, downloads, wireless media or access portals such as the Moodle learning platform. The organizer decides on the method of access and, in the case of access portals, guarantees access to the recordings for at least five years.

Access is expected to last as long as the course, or access platform, exists, unless other reasons dictate otherwise. There are no plans to end the existence of the access platform. It is intended to grant access indefinitely, i.e. for life. However, instead of lifetime access, only five-year access can be guaranteed, due to the possibility that continuous use of the access platform could nevertheless end, e.g. (but not exclusively) due to unexpected technical problems or changing legal situations.

For access it is necessary to create and use an account in the access portal. In case of a change of the access platform, it may be necessary for the user to create a new account or to re-register.

Anyone who cancels his or her own access to the access portal or orders a cancellation or deletion thereby terminates his or her own access to the seminar recordings and does not receive any compensation. This also applies in the case of technical, physical or psychological problems of a user that make it impossible for them to use the access portal. If this results in the need for manual reactivation or re-registration, a fee may be charged by the organiser. Should a user violate the rules of the access portal or the usual rules of decency and behavior, so that his participation is unreasonable for the organizer or other participants and his account has to be blocked because of this, there is no right to compensation if access to the seminar recordings is no longer possible as a result.

Should a premature end occur due to technical or other reasons, it is planned to provide access in another form, but such a continuation, even if desired by the organizer, is not guaranteed and not part of this contract and not enforceable.

Video recordings during a seminar are solely for the edition of the recording material, for example by filming a presentation and are not intended to film people. Recordings of participants who walk into the frame of a non-participant-directed, running camera are archived with the video recording, but are not used for the above-mentioned purposes.

The organizer handles media recordings always respectfully and responsibly. Participants who do not want to be perceived in an active way on a recording always have the opportunity to simply listen to the seminar without having to speak during the recording.

Should it have become more personal to a participant than initially thought, they can speak to the organizer who may sometimes edit or remove a part. A short mention of this wish during the recording would be optimal. If this message has not already been spoken in the current recording, we ask for a written notification. The prerequisite for cutting out or editing individual content is that the participant notifies the organizer of this no later than a maximum of 5 days after the recording and that the change of the recording would not lead to the destruction of the recorded seminar topic, and that it was not a live broadcast.

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If a participant decides on a voluntary basis to make a recording that makes the individual stand out from the crowd, e.g. by participating in a demonstration or role play, a separate contract can be drawn up for the use of this recording.

Copyright

By booking a seminar / event, or by purchasing a recording or (access to) other media, the participant/buyer acknowledges the following facts: All seminar content and concepts, in particular content created or further developed by the organizer, as well as the teaching materials are protected by copyright both as a whole and in parts and may only be used for the participant's own personal use. Any use outside the limits of copyright law (especially for own seminars, websites or other publications) without the express written consent of the author and organizer is inadmissible and punishable. This applies in particular to reproductions, translations, microfilming and the storage and processing in electronic systems. All rights reserved. If contents of these teaching materials are stored in an electronic form permitted by the author and organiser, then further duplication in electronic form without the express written consent of the author is inadmissible and punishable. (Own video or audio recordings are not permitted.) Legally purchased teaching materials may be copied by the owner for personal use in small numbers (maximum 5 copies) to other devices or media. All teaching materials, such as seminar documents are provided as a perpetual loan for private use. A transfer to third persons is not permitted. The property rights remain with the author/organizers. A violation of the copyright law and the provisions set out above will be punished and prosecuted.

Salvatory Clause

Should individual terms of these general terms and conditions be wholly or partially invalid or void or become wholly or partially invalid or void as a result of a change in the legal situation, through judicial jurisdiction or in any other way, or should they contain loopholes, the remaining terms shall remain unaffected and valid. In this case, the invalid provision shall be replaced by a valid provision which comes as close as possible to the meaning and purpose of the invalid provision and which is to be assumed that it would have been set at the time of setting these general terms and conditions if the invalidity or voidness had been known or foreseen. The same applies if these general terms and conditions should contain a loophole.

Jurisdiction

Jurisdiction is Bielefeld, Germany

Contract language

Contract languages are English and German.

Effective date: January 1st, 2025

With the publication of the present version, all previous editions lose their validity. For already booked seminars, the valid version at the time of booking applies.

Please send as a handwritten signed scan by email to: boel-shop@qabbalah.org

Or send via snail-mail to: Ruach ha-Chesed Event- und Medienvertrieb, Postfach 21 91 31, D-33697 Bielefeld, Germany

Bank Account: Andrea Oda Geller, IBAN DE57100110012624698993, BIC/SWIFT Code NTSBDE33XXX

Reference: Name of Participant VAT ID Number: DE338407119 Form Version: January 1st 2025

Data Protection Information for Seminar Bookings (Art. 13 / 14 GDPR)

Person Responsible

The person responsible in the sense of the General Data Protection Regulation, other data protection laws in the member states of the European Union and other provisions with data protection character is:

Andrea Geller Ruach ha-Chesed Event- und Medienvertrieb

Address:

Postfach 21 91 31

33697 Bielefeld

Germany

Email:

boel-shop@qabbalah.org

Purpose and Legal Basis

The data to be collected will be used and processed for the purposes of booking, organizing, conducting and recording the seminar/event. . (Article 6 (1b) GDPR)

Processing based on your **consent** (Art. 6 Para. 1a GDPR)

We process your data based on your consent, e.g.

- If you agree to receive seminar information by email using the newsletter service Mailerlite

Insofar as we have obtained your consent to the processing of personal data for specific purposes, processing on this basis is legitimate. A given consent can be revoked at any time. The revocation of the consent is for the future and does not affect the legality of the data processed until the revocation.

Processing based on **legitimate interest** (Art. 6 Para. 1f GDPR)

We process your data in ways that protect our legitimate interests. This includes the use of your personal data to also

- Execute the seminar/event you have booked and organize your participation
- create a product from the recordings of the seminar/event, which participants and non-participants can purchase in the future
- Create marketing material
- Use your data in anonymous form for analysis purposes

If we wish to process your personal data for a purpose not previously mentioned, we will inform you in advance within the legal regulation.

Processing based on **legal requirements** (Art. 6 Para. 1c GDPR)

The organizer and Ruach ha-Chesed have to comply with various legal obligations and retention periods (for example, because of tax laws), which makes it necessary to process your data in order to comply with the law.

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Type of data and data categories

When you book a seminar/event or place an order, i.a. the following information will be collected:

- Data that identifies you as a seminar participant / customer:
 - Name and Address
 - Email-Address
 - Date of Birth
 - Contact data
 - possibly further data for invoicing
- Media data that you leave on the seminar recording by your voluntary, active participation in the seminar.
- Information that you entrust to us in connection with the seminar topic or for the purpose of conducting the seminar.

Depending on the topic of the seminar, special categories of personal data may be processed in accordance with Art. 9 GDPR.

We only process data that is necessary and useful for the organization, execution and recording of the seminar. If required data is not provided to us, participation in the seminar may not be possible.

Data Transfer to Third Parties

As far as this is necessary for the seminar-application, -organization, -execution and -recording, your personal data may be passed on to third parties. This includes in particular

- The transfer of your name and country of residence to a seminar hotel
- The transfer of media data of a seminar for editing
- Passing your data to an electronic payment system such as PayPal, if you have chosen to pay via such a payment system.
- The distribution of your email and first name to Mailerlite and Zero Bounce, if you have agreed to receive the seminar information by email, see below.
- The transfer of your email in the case of an online event taking place via Zoom to the person or organization hosting the meeting or webinar so that you can participate in the meeting or webinar.

The transferred data may only be used by the third parties for the stated purposes.

Should a transfer of your data to third parties for a previously unmentioned purpose be required, we will inform you in advance within the legal regulation.

If you agree in the course of a seminar booking to receive the seminar organization by email and with the help of the service of Mailerlite, your email address and possibly your name will be used to send you the organizational emails. If you have not registered separately for the newsletter, you will only receive emails regarding the booked seminar / seminar series and only for a short amount of time, maximally 12 months after the end of the seminar / seminar series. Similarly to the newsletter, the receipt of such seminar organization emails can be terminated at any time by the "unsubscribe" link below in the email. There are no claims for damages if termination of the seminar organization emails lead to disadvantages due to lack of seminar information. If you do not agree with the seminar organization via email with the help of the service of Mailerlite, then, due to the extra work a fee of 15,- Euro per seminar may be charged.

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We use Zero Bounce services for email validation. Provider is Hertza, L.L.C., a Nevada limited liability company, at 10 E. Yanonali St., Santa Barbara, California 93101, USA. Zero Bounce is a service that can be used to verify email addresses, e.g. to ensure that they are correct and up-to-date. Zero Bounce will contact your email server or provider to verify that the given address exists and can be delivered to. The data you provide will be sent to Zero Bounce for verification purposes only and will be automatically deleted after 7 days. Email addresses that you provide on our websites or for other services offered by us will only be transmitted to Zero Bounce servers located in Europe.

Zero Bounce is certified under the “EU-US Privacy Shield”. The Privacy Shield is an agreement between the European Union (EU) and the US to ensure compliance with European privacy standards in the United States.

We have a so-called "Zero Bounce Data Processing Agreement" in which we commit Zero Bounce to protect our users' data and not share it with third parties. This contract can be viewed at the following link:

https://www.zerobounce.net/assets/zb_data_processing_agreement.pdf

Storage and Deletion

The personal data collected for seminar organization and -execution as well as processing purchases will be stored until the expiry of tax-related retention and documentation periods and then deleted unless a statutory obligation exists to save the data or has arisen. The seminar recording will be stored for as long as the seminar recording is used or is kept or prepared for a new edition.

Rights of affected People

You have the right

- In accordance with Art. 15 GDPR, to request information about your personal data processed by us. You can get information about
 - The Processing purposes
 - The categories of personal data
 - The categories of third parties to whom your data have been shared
 - The planned storage duration
- In accordance with Art. 16 GDPR, to request the rectification of incorrect data or completion of personal data stored by us immediately.
- In accordance with Art. 17 GDPR, to request the deletion of your personal data stored by us, unless the processing is required for the exercise of the right to freedom of expression and information, for fulfillment of a legal obligation, for reasons of public interest or for the assertion, exercise or defense of Legal claims.
- In accordance with Art. 18 GDPR to demand the restriction of the processing of your personal data, as far as the accuracy of the data is disputed by you, the processing is illegitimate, but the data deletion is rejected by you and we no longer need the data, but you need them for raising, exercising or defense of legal claims or you have objected to processing the data according to Art. 21 GDPR.
- In accordance with Art. 77 GDPR, to complain to a supervisory authority. As a rule, you can contact the supervisory authority of your usual place of residence or work place.
- For consent pursuant to Art. 7 para. 3 GDPR to revoke your consent once given to us at any time. As a result, we are not allowed to continue the data processing based on

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this consent for the future. If you would like to exercise your right of objection, please send an email to boel-shop@qabbalah.org.

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