

RECURRING PAYMENT PROCESSING TERMS FOR THE RICHTIG WEB APPLICATION SUBSCRIPTION

These Recurring Payment Processing Terms (hereinafter the “Recurring Payment Terms”) govern the method, scope, and rules for executing recurring payments for the subscription of the Richtig web application (hereinafter the “Application”) operated as a SaaS service.

These Recurring Payment Terms are a standalone document that follow the Terms of Use of the Richtig web application and use the same definitions of contractual parties, terms, and subject of subscription. Unless otherwise stated herein, the terms shall have the same meaning as defined in the Terms of Use.

1. INTRODUCTORY PROVISIONS

- 1.1. The service provider is IBPM Solutions s.r.o., Company ID: 242 60 169, with its registered office at náměstí 14. října 1307/2, 150 00 Prague, Czech Republic, registered with the Municipal Court in Prague under file No. C 198175 (hereinafter the “Provider”).
- 1.2. Recurring payments apply exclusively to the payment of:
 - 1.2.1. Application subscription plans.
 - 1.2.2. Fees for additional Tenants.
 - 1.2.3. Payments for Add-on features, if charged regularly within the subscription period.
- 1.3. Recurring payments are processed via the GoPay payment gateway.

2. NATURE OF THE RECURRING PAYMENT

- 2.1. A recurring payment is an automatic repeated charge of funds from the Customer’s payment card for the purpose of paying for the Application subscription.
- 2.2. The first payment made by the Customer simultaneously serves as authorization for setting up recurring payments (i.e., creation of the recurrence).
- 2.3. Recurring payments are executed automatically for the duration of the subscription until cancelled by the Customer or until termination of the contractual relationship under the Terms of Use.

3. INFORMATION PROVIDED TO THE CUSTOMER BEFORE GRANTING CONSENT

- 3.1. Before confirming the order and granting consent to recurring payments, the Customer is clearly and demonstrably informed about:
- 3.1.1. the purpose of the recurring payment (subscription to richtig.cloud),
 - 3.1.2. the amount charged for the immediately upcoming period (which may be reduced by a discount),
 - 3.1.3. the amount of regular payments in subsequent periods,
 - 3.1.4. the payment frequency (monthly / yearly according to the selected Subscription Plan),
 - 3.1.5. the date or the method for determining the charge date,
 - 3.1.6. the fact that this is an automatic repeated charge to the payment card,
 - 3.1.7. the method by which the recurring payment can be cancelled or modified.
- 3.2. This information is displayed in the order summary separately from the Terms of Use.

4. CUSTOMER CONSENT

- 4.1. The Customer grants explicit consent to recurring payments by confirming the order.
- 4.2. The Provider is entitled to retain a record of this consent for at least 12 months after the termination of recurring payments.
- 4.3. Within 2 business days of establishing the recurring payment, the Provider shall send a confirmation email to the Customer.

5. AMOUNT AND FREQUENCY OF PAYMENTS

- 5.1. The amount of the recurring payment is fixed according to the selected Subscription Plan and the current price list published at www.richtig.cloud. It is also stated in the order summary before the Customer confirms the payment.
- 5.2. If the first period is provided with a discount, such discount does not apply to subsequent periods unless stated otherwise.

5.3. Recurring payments follow the same periodicity as the selected Subscription Plan.

6. CHANGES TO RECURRING PAYMENT PARAMETERS

- 6.1. If the price of the Subscription Plan or other parameters change, the Provider shall inform the Customer by email at least 7 days in advance.
- 6.2. The change does not apply to already paid periods.
- 6.3. If the change requires renewed consent to recurring payments, such consent will be requested from the Customer.

7. CANCELLATION OF RECURRING PAYMENTS

- 7.1. The Customer may cancel the recurring payment at any time:
 - 7.1.1. in the account administration at <https://subscription.richtig.cloud/> by cancelling the subscription, or
 - 7.1.2. by sending a request to info@richtig.cloud including account identification or the order number.
- 7.2. Cancelling the recurring payment means that no further automatic payment will be made after the end of the already paid period.
- 7.3. Payments already made are non-refundable unless stated otherwise in the Terms of Use or the price list.

8. PAYMENT DATA AND SECURITY

- 8.1. The Provider does not store the Customer's payment card details.
- 8.2. All payment data are processed by the GoPay payment gateway in compliance with the PCI DSS Level 1 standard (the highest level of data security in the payment card processing sector).

9. RELATIONSHIP TO THE TERMS OF USE

- 9.1. These Recurring Payment Terms constitute a supplementary document to the Terms of Use of the Application.
- 9.2. Matters not governed by this document shall be subject to the Terms of Use.
- 9.3. In the event of any conflict, the Terms of Use shall prevail.

10. EFFECTIVENESS

These Recurring Payment Terms shall become effective on 1 December 2025.