

GENERAL TERMS AND CONDITIONS

COST MANAGER

Together with the "Login Customer Center" General Terms and Conditions, its accompanying Factsheet and the "Postal Services" General Terms and Conditions, these General Terms and Conditions apply to the cost manager for customers (hereinafter referred to as the 'customer') within the personal area of swisspost.ch. The "Login Customer Center" General Terms and Conditions govern all matters not expressly referred to in these conditions. The "Postal Services" General Terms and Conditions shall be regarded as subordinate to the "Login Customer Center" General Terms and Conditions. Precedence shall be given to those documents most recently published by Post CH Ltd (hereinafter referred to as 'Swiss Post').

These terms and conditions of use shall be deemed approved when the customer first uses the feature.

1 Cost manager

Via the "Cost manager" online service in the personal area of swisspost.ch, Swiss Post offers its customers the option of breaking down the dispatch costs of their consignments per cost center (cost unit). For some products and services, however, the system is unable to provide cost center categories.

2 Assignment

As a first step, the customer must enter his cost centers in the "Cost manager" online service and assign them his own franking licence or invoice reference numbers. He can then change the allocation as required, within the limits of the system. The customer is responsible for creating his own cost center structure and for allocating data to those cost centers.

3 Corrections

- 3.1 Details cannot be subsequently altered or amended if a cost center has not already been selected for a product.
- 3.2 Corrections to the invoice and to the report by cost center cannot be made if consignments are assigned an incorrect cost category after the cost center structure has been created and/or during the creation of a dispatch list or when franking a consignment.

4 Liability

Swiss Post accepts no liability whatsoever for the inadvertent disclosure, damage or deletion of data or information sent or received via, or stored on, its platform. Notwithstanding the above, the disclaimer contained in the Liability clause of the "Login Customer Center" General Terms and Conditions shall apply.

5 Amendments to the General Terms and Conditions

Swiss Post reserves the right to amend the General Terms and Conditions at any time. The customer shall be notified in advance of any amendments or revisions, which shall be deemed approved if the customer has not raised any objection within one month of such notification. By lodging such an objection, the customer automatically waives his right to use the cost manager feature for a period of one month.

6 Applicable law

These terms and conditions are subject exclusively to Swiss Law. It is agreed that Berne (Switzerland) shall be the place of jurisdiction. These conditions are subject to any contrary and mandatory provisions of the Law.

7 Form of publication

The current General Terms and Conditions, which constitute an integral part of the contract (Cost manager), can be consulted at www.swisspost.ch/gtc. In particular cases, Swiss Post can provide customers with a paper version of the General Terms and Conditions. The customer acknowledges that paper versions are only copies of the current and legally binding General Terms and Conditions published on electronic media and that paper versions of the General Terms and Conditions are only legally binding if they conform fully to the electronic version.

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