

General Conditions - DigiChambers (28/05/2018)

The following General Conditions need to be **signed and returned to your Chamber of Commerce**. (cf. enclosed address list).

The undersigned needs the appropriate authority to sign, published in the Belgian Official Gazette.

If not published in the Belgian Official Gazette, additional proof (ex. a proxy signed by the Managing Director) must be attached to the following General Conditions.

A. The electronic request and issuance of Certificates of Origin

Certificates of Origin will now be referred to as "CO's".

Legal Obligations

This procedure does not change the obligations of the undersigned regarding respecting the rules established by the competent Belgian and European authorities.

In order to assess whether these obligations are respected and to train his employees, the undersigned acknowledges the right of the competent Chamber of Commerce to visit its premises during regular business hours and to request and examine all necessary supporting documents.

Proxies

General: the undersigned confirms that any application submitted electronically and signed digitally via the DigiChambers website, is undeniably connected with and attributed to the person to whose user profile the digital certificate was linked via the menu "settings" on the DigiChambers website.

Obligatory: appointment of at least one manager.

The undersigned hereby authorizes the person/persons to awarding and managing the proxies for the use of DigiChambers in order to request CO's. This management is done through the DigiChambers website.

The undersigned commits to notify in writing his Chamber of Commerce immediately when the following persons are no longer authorized.

Surname	Name	Establishment	General telephone number

Optional: identifying one or more users who are not managers.

Regarding the signing of the application, the undersigned confirms that the following person/persons are authorized to validly sign the requested CO's.

The undersigned commits to notify in writing his Chamber of Commerce immediately when the following persons are no longer authorized.

Surname	Name	Establishment	General telephone number

Digital certificates

DigiChambers only accepts class-3 certificates issued by the following companies to access the application and to obtain validly signed requests:

- Belgian electronic identity card (eID) for Belgians or foreigners.
- GlobalSign NV - PersonalSign3 pro
- Isabel – qualified certificate

DigiChambers reserves the right to exclude the use of one of these certificates or to accept other certificates at any time.

B. Consulting and using the website

System requirements

To use the application the following is needed:

Operating system	Windows 2000 with SP4 Windows Vista Windows 7 Windows 8 Windows 10 (in combination with Internet Explorer)
Browser	Microsoft Internet Explorer 7, 8, 9, 10 or 11. In Internet Explorer 9 or higher you need to click on “compatibility view”. ActiveX & JavaScript enabled. Firefox 3.6 up to and including Firefox 29.
Adobe Software	Adobe Reader 9 Acrobat Standard 9 or Acrobat Professional 9 or higher
Screen resolution	1280x800 or higher
Processor	Pentium 600Mhz or higher
Memory	512Mb RAM or higher
Printer	Color printer

Attention:

- Add “digichambers.be” to the **trusted sites** in Internet Explorer.
- If the PC is behind a **firewall**, the user needs the rights to download ActiveX.
- If the user wishes to use an **E-ID card**, a card reader with the accompanying middleware needs to be installed.
- **Microsoft VISTA** users need to disable the security mode. Go to Internet Options > Security > Security Mode.

DigiChambers reserves the right to change these requirements at any time. Go to “system requirements” on the DigiChambers website to consult the requirements.

Printing CO's

If the undersigned chooses to print CO's within the company, he must always verify whether the printed CO's are correct and readable. In case of doubt, he must contact the competent Chamber immediately. In that case, the CO is not to be used until the Chamber gives its consent.

Information on the website

DigiChambers NV and possible other establishments:

- offer no warranty as to the accuracy, completeness or timeliness of the information which can be accessed or exchanged through this system. Access to the information on this website is subject to your acceptance of the fact that DigiChambers denies any responsibility for actions taken based on the information provided on this website;
- deny any responsibility concerning the content of web pages, including - without a commitment to limiting it - any implied warranties as to their suitability for commercialization or use or regarding decisions or actions taken or that can be taken by a user relying on this information;
- deny any responsibility for damages, costs, loss of profits, loss of data or any other direct or indirect loss that may result from the use, inability to use or access, or a breakdown, interruption or deletion of the entire or partial service, at any time;
- are in no way responsible for:
 - the supply of links to other websites;
 - the content of other websites offering the user a link to the DigiChambers website;
 - the consequences of actions inspired by the content of these websites;
- deny any warranty or responsibility, explicitly or implicitly, related to the use of the system.

Nature of the information

The information found on this website is not advice. The material used is complex and impossible to grasp easily. This information is not intended to motivate or provoke a decision or a final verdict, but is intended as a practical guide for completing a CO and the use of this application. The user is invited to always consult an expert before making a decision on other than purely practical aspects of the CO.

Claims

The user consulting the information on these pages waives any claim of any nature regarding the use made of the information offered by the system, whether this claim is directed at DigiChambers or any other establishment which offered the available information through the system.

Risks

In addition, the user consulting the information on these pages undertakes all risks inherent in using the system on his own account (and waives any claim against DigiChambers or any other establishment which offered the available information through the system), including any risks related to the damage of computers, software or data by a virus that could be transmitted or activated via the system or by the fact that the user consulted the system.

Privacy - confidentiality

Reference is made to the Law of 8 December 1992 on the protection of privacy regarding the treatment of personal data.

It is guaranteed that:

- personal data are collected and treated only to meet the required demand for information;
- personal data are not passed on to third parties or used for commercial purposes unless with the consent of the user;
- the user has the right to consult, verify and correct his personal data;
- the best safety measures are taken to prevent abuse of communicated personal data by others;
- all data are treated confidentially and legally.

The data must be kept for 2 years.

Intellectual property

Trademarks, trade names, logos and acronyms that may appear on the pages, belong exclusively to their owners.

DigiChambers warns the visitor that there is no relation whatsoever between DigiChambers and the image or the message of these brands, which only benefit the owners.

All intellectual rights related to DigiChambers website parts belong exclusively to DigiChambers.

The accessible information on the website, the font, the hypertext script of the structure of the pages, the naming of DigiChambers and the domain names and logos of DigiChambers are elements protected by the law on protection of databases, the laws protecting copyright and international conventions on this matter as well as the rules on domain names. These elements may not be copied in any form, medium or means, or used or distributed without prior written consent of DigiChambers.

Copying information on this website is only allowed under the following three conditions:

1. with reference to the source and indication of ©, the date of the used document and address of the website;
2. with commitment to communicate all corrections or additions to the used information to DigiChambers;
3. when the information is used for private, non-commercial purposes only.

Cookies

The website may contain cookies. The purpose of these cookies is to investigate the users' interest in certain topics. A cookie is a data element which can guide the website to the used search engine and can be stored in the users' system. These cookies are used to assist the user in his search for the appropriate information and to adapt it to his specific needs.

The user is free to refuse these cookies by configuring his system as such. However, by refusing the cookies the user may prevent himself access to certain pages of the site.

Commitment of the user

The user commits to avoid injury, damage or nuisance of any kind, either directly or through third parties, to DigiChambers.

Exclusion

If DigiChambers determines that the undersigned fails to comply with the above conditions or has strong evidence of abuse, it may at any time deny the undersigned access to this service.

Settlement of disputes

Any dispute related to the website and/or its content is subject to Belgian law and falls under the exclusive jurisdiction of the Courts of Brussels.

Company:	
Name and position of undersigned:	
Place and date of signature:	
Signature:	

Please sign and return this document to the Chamber in your region:

**VOKA – KVK ANTWERPEN -
WAASLAND**

Markgravestraat 12
2000 ANTWERPEN
Tel.: 03/232.22.19 - Fax: 03/233.64.42

VOKA – KVK MECHELEN-KEMPEN

Kleinhoefstraat 9
2440 GEEL
Tel.: 014/56.30.30 - Fax: 014/59.31.00

CCI BRABANT WALLON

Avenue Schuman n° 1 (Parc d’Affaires
“Les Portes de l’Europe”)
1400 NIVELLES
Tel.: 067/89.33.33 - Fax: 067/21.08.00

VOKA – KVK VLAAMS-BRABANT

Tiensevest 170
3000 LEUVEN
Tel.: 016/ 22.26.89 - Fax: 016/ 23.78.28

BECI-CCI BRUXELLES/BRUSSEL

Avenue Louise / Louizalaan 500
1050 BRUXELLES / BRUSSEL
Tel.: 02/648.50.02 – Fax: 02/640.93.28

VOKA – KVK LIMBURG

Gouverneur Roppesingel 51
3500 HASSELT
Tel.: 011/56.02.00 - Fax: 011/56.02.09

CCI LIEGE-VERVIERS-NAMUR

Aéroport de Liège Bâtiment 50 1er étage
4460 GRACE-HOLLOGNE
Tel.: 04/341.91.91 - Fax: 04/343.92.67

CCI LUXEMBOURG BELGE

Grand rue 1
6800 LIBRAMONT
Tel.: 061/29.30.40 - Fax: 061/29.30.69

IHK EUPEN-MALMEDY-ST.VITH

Herbesthaler Strasse 1A
4700 EUPEN
Tel.: 087/55.59.63 - Fax: 087/55.79.04

VOKA – KVK OOST-VLAANDEREN

Lammerstraat 18
9000 GENT
Tel. : 09/266.14.40 - Fax: 09/266.14.41

CCI HAINAUT

Avenue Général Michel 1C
6000 CHARLEROI
Tel.: 071/32.11.60 - Fax: 071/33.42.18

VOKA – KVK WEST- VLAANDEREN

President Kennedylaan 9a
8500 KORTRIJK
Tel. : 056/23.50.51 - Fax: 056/21.85.64

CCI WALLONIE PICARDE

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7540 KAIN
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