

TERMS & CONDITIONS

By placing an order with Resume Blueprints, it is understood that you have read and accepted these Terms and Conditions.

GENERAL TERMS – APPLICABLE TO ALL PRODUCTS & SERVICES

1. Guarantees

Gaining employment is subject to numerous variables beyond our control and factors unknown to us. Your success will depend on your efforts in integrating our resume advice and services with effective job search strategies.

We have no control over employer perceptions, personal preferences or quality of candidates competing for employment. Accordingly, we provide no guarantee that our products or services will result in gaining employment.

Under no circumstances will Resume Blueprints be liable for any direct, indirect or incidental damages that result from the use of or the inability to use our materials or services. If you are dissatisfied with these terms and conditions or our service, the exclusive resolution is to discontinue use.

2. Privacy

The information you provide for orders is only used to complete your order and for communication regarding your order. Your privacy is important, and your information is protected.

DOWNLOADABLE PRODUCTS

By purchasing and downloading your Resume Blueprints' Resume Writing Guide, Blueprint and/or Template. You acknowledge that you have read and agree to be bound by and comply with these Terms and Conditions.

3. The content is copyright of Resume Blueprints. All rights reserved.

Any redistribution or reproduction of part or all of the contents in any form is prohibited other than for your personal and non-commercial use.

You may reproduce the content within your own personal resume and cover letter.

You may not:

- Distribute or commercially exploit the content
- Translate, modify, adapt in any way, or create a derivative work based on the content

4. Refunds

Any refund requests made after you have downloaded products are handled on a case by case basis. Refund requests must be made within 15 days of your purchase.



If you change your mind about your purchase and you have not downloaded, a refund will be issued upon request.

If you have problems that prevent you from downloading the product, on verification that the download was unsuccessful, a refund will be issued upon request.

RESUME WRITING SERVICES

5. Delivery Time

From receipt of all necessary information from the client, resume writing turnaround time is 4-8 business days. Deadlines do not commence until payment, and adequate and correct information is received from the client.

Editing & Commenting orders will be returned within 72 hours. Deadlines do not commence until the client provides a resume.

6. Cancellation & Refunds

If a client wishes to cancel a service before the commencement of writing, a refund will be given less **\$60 cancellation fee**. No cancellation fee will be paid after **20 business days**.

A refund will not be given once writing has commenced. Writing commences on the return of the questionnaire or completion of the phone call.

7. Client Responsibilities

Information is requested from the client to allow a quality document to be written. This information is essential to the process and may include asking the client to provide copies of past resumes, cover letters, key selection criteria, and job applications or complete a questionnaire. We expect that the client will give correct information free from fabrication.

If the information requested is not received from the **client within 20 business days**, we will consider the order cancelled. A refund will not be given.

The final proofreading of the document before distribution is the client's responsibility.

8. Privacy

The privacy of your information is important to us, and we guarantee that **no personal information** will be disclosed to anyone outside of Resume Blueprints. We do not work with any third parties. Your personal information is maintained securely and not transferred to another individual.

I reserve intellectual property ownership of all documents produced. I may use work completed without personal or identifiable information included.

9. Intellectual Property Rights

Resume Blueprints retains intellectual property ownership of all documents produced. Clients can reproduce additional copies of their documents, resumes and cover letters. Clients can alter their resumes and cover letters. **Clients are not permitted to transfer ownership to another person or permit the use of a document as a template.**

10. Limitation of Liability

Under no circumstances will Resume Blueprints be liable for any direct, indirect or incidental damages that result from the use of or the inability to use our materials or services. If you are dissatisfied with these terms and conditions or our service, the exclusive resolution is to discontinue use.

Resume Blueprints will not confirm or attempt to verify information provided by the client and will not be responsible for the accuracy or truthfulness of the information provided by the client.