

DRUKARNIA PERFEKT S.A. GENERAL TERMS AND CONDITIONS OF PURCHASE

Version 2.2 dated 1 August 2026 | hereinafter: "GTCP"

Technical documents: **Product Quality Specification** | **File Preparation Guidelines**

- 1. Scope of Application.** The GTCP apply exclusively to orders placed by business entities in direct relation to their business activity, where such orders are of a professional nature for those entities. "Printing House" means Drukarnia Perfekt S.A., and "Customer" means the entity placing the Order.
- 2. Conclusion of the Contract.** The Order may be placed in writing or in documentary form, including by e-mail, and shall become binding only upon confirmation by the Printing House. The Printing House may rely on any statements or declarations made by persons using the e-mail addresses provided by the Customer or used in the course of the Parties' previous dealings. The Customer shall be responsible for ensuring that such persons are duly authorised to act on its behalf. If the Customer does not make any objections within 3 days from the date an Order Confirmation is sent, it shall be deemed that they have accepted such confirmation. Any production costs incurred after that time, due to the absence of any objection, shall be borne by the Customer.
- 3. Contract Documents.** The Contract shall comprise the Order Confirmation, the accepted quotation, these GTCP and the technical documents referred to above. In the event of any inconsistency, the Order Confirmation shall prevail, followed by the quotation and the GTCP, provided, however, that in technical and quality-related matters, the technical documents shall prevail. The Customer's purchase terms or any other standard terms shall not apply unless expressly accepted by the Printing House in documentary form.
- 4. Changes to Orders.** Any amendments to or extensions of an Order shall be effective upon confirmation by the Printing House. The Printing House may adjust the price, delivery date and terms of performance accordingly, and the Customer shall cover the costs of any work carried out to date and any materials used, ordered or produced prior to acceptance of the amendment.
- 5. Customer Cooperation.** The Customer shall provide, in a timely manner, complete and properly prepared files, materials, shipping details and the required approvals. Any delay or incompleteness on the Customer's part shall automatically extend the delivery date by at least the duration of the delay and the time required to reschedule production. the Printing House shall not be liable for any resulting consequences.
- 6. Files and Acceptance.** The Printing House shall have no obligation to verify the substantive, linguistic or legal content, or the completeness of the publication. Technical checks or automated preflight procedures are not a guarantee that all errors will be detected. Acceptance of the electronic layout, proof or any other production material shall release the Printing House from liability for errors that could have been identified in the accepted material. Any subsequent corrections shall constitute an amendment to the Order.
- 7. Quality and Tolerances.** Conformity of the print run shall be assessed against the accepted Order and the Product Quality Specification, taking into account the colour, material, binding, quantity and dimensional tolerances applicable to the relevant printing technology. An image displayed on a monitor or a printout from a non-calibrated device shall not constitute a colour reference standard. If at least 99% of the copies in the delivered print run comply with the requirements of the Contract, the Order shall be deemed to have been duly performed. Non-conformities affecting no more than 1% of the print run shall not constitute a material breach of the Contract and shall not entitle the Customer to refuse acceptance of the entire print run, withdraw from the Contract, require the entire print run to be produced again or withhold payment for compliant copies. Such non-conformities shall be considered solely in relation to the defective copies in accordance with Clause 17.
- 8. Rights and Content of Materials.** The Customer represents and warrants that it holds all rights, licences, consents and legal grounds necessary for the use of the materials provided, and that the content of such materials does not infringe any applicable laws or the rights of any third parties. The Customer shall indemnify and hold the Printing House harmless and shall cover the reasonable costs of any claims, proceedings and legal services arising from the Customer's materials or instructions.
- 9. Refusal to Perform an Order.** The Printing House may refuse to commence or suspend performance of an Order where there are reasonable grounds to suspect that the materials are unlawful, that third-party rights have been infringed, that there is a safety risk, or that the required data or consents are missing. Such refusal or suspension shall not constitute a delay on the part of the Printing House.
- 10. Packaging – General Principle.** The Printing House produces books exclusively to the Customer's order, in accordance with the specification provided by the Customer and under the name, designation or trademark of the Customer or of the publisher designated by the Customer. The Printing House does not sell or distribute books on its own account. The Customer shall specify, in particular, the print run, countries of destination, delivery locations, recipients, and the sales and distribution model for the books. Prior to the commencement of ship-

ping, the Customer shall provide the Printing House with the information necessary to determine the obligations relating to packaging, in particular the country of destination, the status of the recipient, the method of distribution and, where required, the registration number of the producer, the entity placing products in packaging on the market, or its authorised representative.

- 11. PPWR – Obligations of the Parties** The Packaging and Packaging Waste Regulation (PPWR) means Regulation (EU) 2025/40 of the European Parliament and of the Council of 19 December 2024 on packaging and packaging waste. The Customer shall be responsible for identifying the entity acting as the producer or another obligated entity under the Extended Producer Responsibility (EPR) system, i.e. the legal framework under which producers, importers and distributors assume responsibility for the entire life cycle of packaging. The Customer represents and warrants that it performs these obligations itself or shall ensure that they are performed by another competent entity. To the extent that these obligations are imposed on the Customer or an entity designated by the Customer, they shall include, in particular, registration in the relevant registers, appointment of an authorised representative, participation in EPR organisations or systems, submission of reports, financing of waste management, payment of any required fees and performance of any other obligations arising from the laws of the country of destination.
- 11a.** The Printing House shall provide the Customer with available data concerning the type, quantity and weight of packaging used in the performance of the Order and, to a reasonable extent, documents received from producers or suppliers of packaging materials. The provision of such data or documents shall not constitute the assumption by the Printing House of the Customer's obligations, nor shall it constitute confirmation of the correctness of the Customer's or any other entity's classification as a producer within the meaning of EPR regulations.
- 11b.** Each Party shall perform the mandatory obligations imposed on it under the PPWR or applicable national laws, taking into account its actual role in the supply chain. The provisions of this Clause shall not be construed as excluding any obligations which, under applicable law, cannot be transferred to another entity by agreement.
- 11 c.** If, as a result of incomplete or incorrect information, delivery instructions, market selection or distribution model provided by the Customer, the Printing House is required to register, submit reports, appoint a representative or incur fees related to EPR, the Customer shall reimburse the Printing House for the documented and reasonable costs of performing such obligations, to the extent permitted by applicable law. The above shall not include any penalties or costs arising solely from the Printing House's culpable breach of its obligations.
- 12. Suspension of Performance under the PPWR.** The Printing House may suspend performance or shipping of the Order until it receives the information and documents necessary for the lawful performance of the Order. Any delay resulting from the lack of such information or documents shall not constitute a delay for which the Printing House is liable.
- 13. Delivery and Collection.** The Order shall be deemed completed upon delivery of the print run to the location specified in the Order or, in the case of collection by the Customer, upon notification that the Order is ready for collection. The rules governing transport and the transfer of risk shall be specified in the Order. In the case of collection by the Customer, the risk shall pass to the Customer upon release of the print run to the Customer or to a carrier designated by the Customer.
- 14. Delivery Inspection and Storage.** Upon collection, the Customer shall check the number of packages and any visible damage, record any reservations in the transport documents and take photographs. Failure to collect the Order within 7 days of notification that it is ready for collection shall entitle the Printing House to charge reasonable storage costs. Any further storage shall be at the Customer's risk.
- 15. Statutory Warranty for Defects.** Pursuant to Article 558 § 1 of the Polish Civil Code, the Printing House's liability under the statutory warranty for defects is limited to 21 days from the date on which the print run is collected by the Customer, as confirmed by a collection report or a WZ delivery note.
- 16. Complaints.** The Customer shall inspect the print run immediately upon collection. Complaints must be submitted in documentary form (in particular by e-mail) and within 21 days of collection of the print run. A complaint shall include the Order number, a description of the defect, the number of copies covered by the complaint, photographs and, at the Printing House's request, samples. The Printing House shall consider a complete complaint without undue delay, but no later than within 14 days of its receipt.
- 17. Resolution of Complaints.** In the case of defects reported within 21 days, the Printing House shall, at its discretion, remedy the defect within a period agreed by the Parties, reproduce the defective part of the print run or grant an agreed discount.
- 18. Expiry of Claims After 21 Days.** Submission of a complaint within 21 days shall constitute a contractual duty of care and a condition for the Customer to retain all rights and claims arising from defects, quantitative or qualitative non-conformities and improper performance of the Order in this respect. Upon expiry of this period without

the Customer having submitted a complaint, such rights and claims shall expire and the Printing House shall be released from liability. The expiry of the period shall not affect the Customer's obligation to pay the full remuneration for the accepted print run. This provision shall apply subject to mandatory provisions of law.

- 19. Cancellation by Customer.** If the Customer withdraws from the Order before completion of the print run, the Customer shall pay the agreed remuneration reduced only by the costs actually saved by the Printing House as a result of not performing the remaining part of the Order, including the costs of labour, materials, external services and reserved production capacity.
- 20. Payments.** The remuneration shall be payable on the basis of an invoice within the period specified in the Order or the invoice. A complaint shall not entitle the Customer to withhold payment of the undisputed amount. Any set-off by the Customer shall be permitted only in respect of claims finally adjudicated by a court of general jurisdiction.
- 21. Suspension of Performance.** The Printing House may suspend the commencement, production or release of any print run if the Customer has failed to pay an advance payment, is in delay with any due payment or the Customer's financial situation gives rise to reasonable concerns regarding non-payment. The deadlines shall be extended accordingly, and the Printing House may require advance payment or security.
- 22. Force Majeure.** The Printing House shall not be liable for any failure to perform or delay caused by an event beyond its reasonable control, including in particular fire, flood, war, epidemic, strike, failure of energy supplies, ICT systems or transport services, unavailability of raw materials or a decision of a public authority. The deadline shall be extended by the duration of the impediment and the time required for the necessary reorganisation of production. If the impediment continues for more than 45 days, either Party may terminate the unperformed part of the Order, subject to settlement of the work carried out and costs incurred by the Printing House.
- 23. Governing Law and Jurisdiction.** Orders shall be governed by Polish law. Disputes shall be heard by the courts of general jurisdiction competent for the registered office of the Printing House, subject to any mandatory provisions governing jurisdiction.
- 24. Final provisions.** The invalidity or ineffectiveness of any part of the GTCP shall not affect the remaining provisions. This version of the GTCP shall enter into force on 1 August 2026 and shall apply to Orders confirmed from that date onwards. Any amendment to the GTCP shall not affect Orders confirmed before that date, unless otherwise agreed by the Parties in documentary form.