

## Terms and Conditions

Last Updated: [09/03/25]

Welcome to [Room Scheduling System Name] ("the System"). By signing up and using our platform, you agree to the following terms and conditions. Please read them carefully.

---

### 1. Acceptance of Terms

By creating an account, you agree to be bound by these Terms and Conditions, as well as our Privacy Policy. If you do not agree, please do not use the System.

### 2. User Accounts

- You must provide accurate and complete information during the sign-up process.
- You are responsible for maintaining the confidentiality of your account credentials.
- You must notify us immediately of any unauthorized use of your account.

### 3. Use of the System

- The System is designed to facilitate room scheduling for personal, academic, or business use.
- You agree to use the System lawfully and not to engage in activities that disrupt its functionality.
- Misuse of the System, including but not limited to fraudulent bookings, is strictly prohibited.

### 4. Scheduling and Reservations

- Reservations are subject to availability and approval (if applicable).
- Users must adhere to the time slots they reserve and cancel any bookings they do not intend to use.
- The System administrators reserve the right to modify or cancel reservations if necessary.

### 5. Restrictions

Users are prohibited from:

- Using the System for illegal or unauthorized purposes.
- Attempting to hack, modify, or interfere with the platform's security.
- Sharing account access with unauthorized users.

### 6. Termination of Account

We reserve the right to suspend or terminate your account without prior notice if you violate these Terms and Conditions.

### 7. Limitation of Liability

- The System is provided "as is" without any warranties of availability or accuracy.
- We are not liable for any losses or damages resulting from the use or inability to use the System.

### 8. Changes to the Terms

We reserve the right to update these Terms at any time. Continued use of the System after changes constitutes acceptance of the revised Terms.

### 9. Contact Information

For any inquiries regarding these Terms, please contact us at [Insert Contact Email].

By signing up, you acknowledge that you have read, understood, and agreed to these Terms and Conditions.