

# Website Terms and Conditions

**Fully Spoken Ltd**

**Effective Date:** 1st February 2026

**Last Updated:** 1st March 2025

---

## 1. Introduction

These Terms and Conditions ("Website Terms") govern your use of the website located at [www.fullyspoken.com](http://www.fullyspoken.com) (the "Website"), operated by **Fully Spoken Ltd** ("we", "us", "our").

By accessing or using this Website, you agree to be bound by these Website Terms. If you do not agree, please discontinue use of the Website.

These Website Terms relate solely to use of the Website. The provision of language learning or related services is governed separately by our **Client / Service Terms and Conditions**, which are provided prior to the commencement of any services.

---

## 2. About Fully Spoken

Fully Spoken Ltd operates as a service provider and agency offering language learning and language support services for individuals and organisations.

Services may include, but are not limited to:

- One-to-one language sessions
- Group language sessions
- Bespoke language support for organisations
- Consultancy and tailored language learning solutions

Services may be delivered directly or arranged through qualified tutors and professionals engaged by Fully Spoken Ltd.

---

## 3. Use of the Website and Engagement with Services

The Website is intended to present information about our services and to enable users to engage with Fully Spoken Ltd, including making enquiries, requesting information, and progressing discussions regarding potential services.

Engagement through the Website may occur through different methods, including contact forms, direct communication, proposals, written agreements, or online processes, depending on the nature of the services requested.

A legally binding agreement for services is formed only once service details have been agreed and the applicable **Client / Service Terms and Conditions** (and, where relevant, a separate written service agreement) have been accepted.

---

## 4. User Information and Access

Where the Website allows users to submit information, create accounts, or access restricted areas, you agree to:

- Provide accurate and up-to-date information
- Maintain the confidentiality of any login credentials
- Notify us promptly of any unauthorised access or security breach

We reserve the right to suspend or restrict access to the Website where misuse, inaccurate information, or unlawful activity is identified.

---

## 5. Acceptable Use

You must not use the Website to:

- Harass, abuse, or harm others
- Upload or transmit unlawful, offensive, or inappropriate content
- Infringe intellectual property rights
- Attempt unauthorised access to systems or data
- Engage in fraud, phishing, malware distribution, or spamming
- Misrepresent affiliation with Fully Spoken Ltd

We reserve the right to restrict access to the Website or take appropriate action where these Website Terms are breached.

---

## 6. Intellectual Property

All content on the Website, including text, branding, logos, graphics, and materials, is owned by or licensed to Fully Spoken Ltd.

You may view and use Website content for personal, non-commercial purposes only. You may not reproduce, distribute, or otherwise exploit Website content without prior written permission.

---

## 7. Website Availability and Content

We aim to ensure that the Website is available and that information is kept up to date. However, we do not guarantee that:

- The Website will be available at all times
- Content will be error-free or uninterrupted

- Information will always reflect the most current service offerings

Content on the Website is provided for general information purposes only and does not constitute contractual or professional advice.

---

## 8. Third-Party Links

The Website may contain links to third-party websites or services. We are not responsible for the content, policies, or practices of third-party websites. Accessing third-party websites is done at your own discretion.

---

## 9. Limitation of Liability

Nothing in these Website Terms limits or excludes our liability where such limitation or exclusion is not permitted under applicable law.

To the extent permitted by law, we are not liable for losses arising from reliance on Website content alone or for technical interruptions or unavailability of the Website.

Liability relating to the provision of services is governed separately by our **Client / Service Terms and Conditions**.

---

## 10. Data Protection and Privacy

Fully Spoken Ltd complies with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

Personal data submitted via the Website may be processed for purposes including responding to enquiries, service administration, and communication. Further details are set out in our **Privacy Policy**.

---

## 11. Marketing Communications

We may send service-related communications where necessary to respond to enquiries or administer services.

Marketing communications are sent only where permitted by law, and you may opt out at any time using the unsubscribe link or by contacting us directly.

---

## 12. Cookies

The Website may use cookies to improve functionality and user experience. Users can manage or disable cookies through their browser settings. Further details are available in our Cookie Policy.

---

## **13. Governing Law and Jurisdiction**

These Website Terms are governed by the laws of England and Wales. The courts of England and Wales shall have exclusive jurisdiction over any disputes arising in connection with these Website Terms.

---

## **14. Changes to These Terms**

We may update these Website Terms from time to time. Any significant changes will be communicated via the Website or other appropriate means. Continued use of the Website constitutes acceptance of the updated terms.

---

## **15. Contact Information**

### **Fully Spoken Ltd**

Email: [info@fullyspoken.com](mailto:info@fullyspoken.com)

Address: 3rd Floor, 86–90 Paul Street, London, EC2A 4NE