

Important Information in Advance - General Information

Costs

Contract handover is only possible for Virtual Servers. Unfortunately, contract handover for individual hosting products and services is no longer possible for our new product line. However, we offer you an alternative solution in three steps, explained in our FAQ article "<https://www.hosteurope.de/faq/vertrag-und-rechnungen/vertrag/vertragsuebergabe-einzelner-produkte>"

For individual products, a fee of EUR 50 incl. VAT per product will be charged, which will be charged to the Contracting Party selected on page 2. (19% VAT applies to Germany, depending on your country's VAT rate, the actual price may vary.)

Time of transfer

Of course, we will try to hand over the contract on the date you specify. Please note that the appointment may be delayed due to internal processing times.

A retroactive transfer of the contract is generally not possible. Invoices that have already been created cannot therefore be changed retroactively

Invoicing

The billing periods of the contracts managed under the customer number are not changed by the transfer of the contract. Thus, depending on the current billing periods, your products will be invoiced on the next date. You can find out the respective billing periods from the previous contracting party.

Unique (main) e-mail address of your master data

The main email address is the email address associated with your customer number, to which all contract-related notifications (invoices, reminders, maintenance work, etc.) are sent by default. Only this e-mail address is also used for the "Forgot password" function. The main email address can only be assigned to customer numbers. Multiple use under other customer numbers is not possible. If the e-mail address specified in the form is already used under a different customer number, the contract handover cannot be carried out.

Access credentials and username (KIS login)

The username for the KIS login is not the main email address of your customer account. The username serves exclusively as a login ID for your KIS. Please note that you can only obtain the access data for the KIS from the previous contracting party. Host Europe cannot provide these to you.

If you want to change your username, please note the following requirements or restrictions:

- only letters and numbers
- No special characters, spaces or umlauts
- at least 5 characters
- at least one letter

If the desired username is already taken, Host Europe will assign you another one. If you don't want a new username, just leave the field blank.

Authorized contact persons Data protection is very important to Host Europe. Therefore, we can only provide information about contracts, invoices, etc. to persons who are duly registered in the KIS. If you would like to provide more than two people and their contact details, you can provide additional contact persons on page 5 of this form

Signatures and data for partnerships (without registration/non-commercial company)

In the case of partnerships (without registration/without a commercial company), all partners must sign the handover/takeover.

For the new contracting party, the full names of all shareholders are required.

Contract handover/takeover individual products



Please fill out the form in block letters and send us at least pages 2 to 4 signed. You can send us the document as a scanned attachment by e-mail to vertrag@hosteurope.de or by fax to +49 (0) 221 99999 350 or by post.

The document can be filled out digitally.

To be completed by the previous contracting party

Customer number* ¹ :
First/last name or company* ¹ :
Street, house number:
Zip code/city:
Main Email Address* ¹ :

The previous contracting party irrevocably transfers the contract for the following products

Product:	with the ID or IP:
Product:	with the ID or IP:

irrevocably to:

First/last name or company* ¹ :
Managing Director/Owner:
Street, house number* ¹ :
Zip code/city* ¹ :

The transfer of the contract includes all existing rights and obligations at the time of consent to the acceptance of the contract by Host Europe GmbH.

Note:

The transfer of the products also includes the administration of all domains under these products. If this is not desired, the domain holder/Admin-C must remove the domains in question from the customer number or move them to another customer number before the contract is transferred. The username assigned to the customer number will only be changed if it is reassigned by the new contracting party.

The contract handover is requested immediately or as of [date]

The processing fee of 50 EUR incl. VAT*⁵ per product is covered by

the previous contracting party the new contracting party.

On behalf of the previous contracting party *², the following hereby signs in a legally binding manner and authorised to sign:

.....
Location, Date

.....
First/last name in block letters*²

.....
X
Signature/Stamp*²

Contract handover/takeover individual products

To be completed by the new contracting party

The new contracting party is	<input type="checkbox"/> private individual	<input type="checkbox"/> company, association, etc.
First/last name or company ¹ :		
Managing Director/Owner ³ :		
Street, house number ¹ :		
Zip code/city ¹ :	Country ¹ :	
Phone ¹ :	Fax:	
Main Email Address ¹ :		
<input type="checkbox"/> Please send invoices by e-mail attachment (PDF) to this e-mail address		
VAT ID:	Registration number ⁴ :	

New username (KIS login)

Username (KIS login) ² :
Only letters and numbers, no special characters, spaces or umlauts, at least 5 characters, at least one letter

The new contracting party irrevocably takes over the following products with all rights and obligations.

Product:	with the ID or IP:
Product:	with the ID or IP:

A processing fee of 50 EUR incl. VAT⁵ applies per product.

The assumption of this processing fee is specified on page 2 of the form.

Note: All domains directly assigned to the above products will be transferred at the time of the changeover (only applies to WebHosting, WebServer and Managed Server products). These domains do not change their rightful owner or Admin-C as a result of the takeover. After the takeover, they are only managed and charged together with the respective product under the new customer number. In the case of SSL certificates, only the internal assignment to the corresponding customer account is adjusted. There is no adjustment of the certificate itself.

The content of the contract to be taken over, in particular existing minimum terms, scope of the contract as well as other obligations and conditions on which the contract is based, are known to the new contracting party. The new contracting party has taken note of the General Terms and Conditions of Host Europe GmbH; these are accepted by her.

The contract handover becomes effective upon written confirmation of acceptance by Host Europe GmbH. Please note that the appointment may be delayed due to internal processing times. Furthermore, a retroactive contract handover/takeover is not possible.

¹ Required field

² Please note the general information on page 1, in particular the item "Signatures and data for partnerships".

³ In the case of partnerships (e.g. GbR), full names of all partners

⁴ Only if a company / association registered in the HR or Board of Directors.

⁵ incl. 19% VAT for Germany. The actual amount may vary, depending on your country's VAT rate.

Contract handover/takeover individual products

To be completed by the new contracting party

The new contracting party authorizes Host Europe GmbH to collect the contractually agreed costs for all services arising from the contract as well as any outstanding invoices of the previous contracting party under this customer number from the account specified below.

SEPA Direct Debit Mandate

Name/surname or company *1:		
IBAN *1:		
BIC/SWIFT *1:		Credit institution:
Street, house number:		
Zip code/city:		
E-mail address*1:		
..... 
Location, Date	First/last name in block letters	Signature/Stamp
Host Europe GmbH is authorized to collect payments from the above-mentioned account by SEPA direct debit. At the same time, the credit institution is instructed to redeem the direct debits drawn by Host Europe GmbH on the said account		
Note: The contracting party and the account holder can demand a refund of the debited amount within eight weeks, starting from the debit date. The conditions agreed with the credit institution apply. Before collecting a SEPA direct debit, Host Europe GmbH will inform its customers about the collection. The advance notices of the debits (so-called "pre-notifications") will be communicated at least one working day before the debit. The SEPA direct debit mandate issued is a framework mandate and can be used for all existing and future claims of Host Europe GmbH arising from the contractual relationship.		
Creditor Identification Number: DE08ZZZ00000352614		

Credit Card / PayPal

<input type="checkbox"/> I would like to pay by credit card or PayPal and will store this payment information in the Customer Information System (KIS) under 'Customer Account – Payment Methods' after successful contract takeover.

For the new contracting party, the following hereby sign in a legally binding manner and authorized to sign:

..... 
Location, Date	First/last name in block letters*2	Signature/Stamp *2

*1 Required field

*2 Please note the general information on page 1, in particular the item "Signatures and data for partnerships".

Other contact persons (optional)

Type:	<input type="checkbox"/> Authorized signatory	<input type="checkbox"/> Standard	<input type="checkbox"/> Accounting	<input type="checkbox"/> Technology
First/last name:				
Telephone:				
E-mail address:				
<input type="checkbox"/> Please send invoices by e-mail attachment (PDF) to this e-mail address				

Type:	<input type="checkbox"/> Authorized signatory	<input type="checkbox"/> Standard	<input type="checkbox"/> Accounting	<input type="checkbox"/> Technology
First/last name:				
Telephone:				
E-mail address:				
<input type="checkbox"/> Please send invoices by e-mail attachment (PDF) to this e-mail address				

Type:	<input type="checkbox"/> Authorized signatory	<input type="checkbox"/> Standard	<input type="checkbox"/> Accounting	<input type="checkbox"/> Technology
First/last name:				
Telephone:				
E-mail address:				
<input type="checkbox"/> Please send invoices by e-mail attachment (PDF) to this e-mail address				

Type:	<input type="checkbox"/> Authorized signatory	<input type="checkbox"/> Standard	<input type="checkbox"/> Accounting	<input type="checkbox"/> Technology
First/last name:				
Telephone:				
E-mail address:				
<input type="checkbox"/> Please send invoices by e-mail attachment (PDF) to this e-mail address				

Type:	<input type="checkbox"/> Authorized signatory	<input type="checkbox"/> Standard	<input type="checkbox"/> Accounting	<input type="checkbox"/> Technology
First/last name:				
Telephone:				
E-mail address:				
<input type="checkbox"/> Please send invoices by e-mail attachment (PDF) to this e-mail address				