



R2 Media (Pty) Ltd

R2 Media (Pty) Ltd

16 Jupiter Road,
Fishershill,
Germiston, 1401

R2 Media (Pty) Ltd - Terms & Conditions

Effective Date: [April 2025]

Company: R2 Media (Pty) Ltd (“R2 Media”, “we”, “us”, “our”)

Registration No.: [2021/779170/07]

Website: www.r2media.co.za

Email: info@r2media.co.za

1. Introduction

These Terms and Conditions govern all services, projects, and digital engagements between R2 Media (Pty) Ltd and its clients (“the Client”). By engaging R2 Media’s services, the Client agrees to be bound by these Terms and Conditions.

2. Scope of Services

R2 Media provides a range of creative and communication solutions, including but not limited to:

- Graphic Design
- 3D Modelling & Visualisation
- Event Stand Design
- Marketing Activations & Brand Campaigns
- Photography & Videography
- Web Design & Digital Marketing
- VOIP, PABX & Connectivity Solutions (as a Centracom reseller)
- Tutoring & Skills Training

Additional or custom services can be provided by prior agreement.



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rob@r2media.co.za



www.r2media.co.za

3. Quotations and Acceptance

- 3.1. All quotations are valid for **14 days** from the date of issue unless otherwise stated.
 - 3.2. A project will commence once the Client provides written approval and pays the required deposit.
 - 3.3. Any additional work or variations outside the agreed scope will be quoted separately.
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4. Payment Terms

- 4.1. A **50% deposit** is required before project commencement.
 - 4.2. The **balance is due upon completion** of the project, prior to final delivery or publication.
 - 4.3. Late payments may incur **interest at 2% per month** from the due date until payment is received.
 - 4.4. All costs are quoted **exclusive of VAT**, unless stated otherwise.
 - 4.5. No refunds will be made once a project has commenced.
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5. Intellectual Property & Ownership

- 5.1. All creative work, concepts, and materials remain the property of R2 Media until full payment is received.
 - 5.2. Upon full payment, ownership and rights to the final approved deliverables will transfer to the Client.
 - 5.3. R2 Media retains the right to showcase completed work for marketing and portfolio purposes, unless otherwise agreed in writing.
 - 5.4. Source files (e.g., layered design files, 3D assets, raw footage) are not included unless specifically agreed upon and may incur additional costs.
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6. Client Responsibilities

- 6.1. The Client agrees to provide accurate information, materials, and feedback in a timely manner to avoid delays.
 - 6.2. R2 Media is not responsible for delays caused by incomplete or late input from the Client.
 - 6.3. The Client is responsible for obtaining all necessary permissions for materials (e.g., logos, photos, or fonts) provided to R2 Media.
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7. Revisions and Approvals

7.1. Each project includes **two rounds of revisions** unless otherwise stated. Additional revisions may be billed at the applicable hourly rate.

7.2. Once the Client approves a final design or deliverable, any further changes will be treated as a new project.

8. Cancellations

8.1. If the Client cancels a project after work has commenced, the deposit will be forfeited.

8.2. R2 Media reserves the right to cancel any project or terminate services at its discretion, with reasonable notice and a refund for any uncompleted work.

9. Limitation of Liability

9.1. While every effort is made to deliver high-quality services, R2 Media will not be liable for any indirect, incidental, or consequential loss arising from use of its services.

9.2. Liability shall in all cases be limited to the total amount paid by the Client for the specific project.

10. Confidentiality

R2 Media and the Client agree to treat all shared information as confidential and not disclose it to third parties without prior consent, except as required by law.

11. Dispute Resolution

11.1. Any disputes shall first be addressed through good-faith negotiation.

11.2. Failing resolution, disputes shall be governed by **South African law** and subject to the **exclusive jurisdiction of the courts of Gauteng**.

12. Website Use & Data Protection

- 12.1. By accessing R2 Media's website, users agree to act lawfully and not misuse the site or its content.
 - 12.2. R2 Media uses cookies and analytics tools to improve user experience.
 - 12.3. Personal data collected through the website or communications will be handled in accordance with the **Protection of Personal Information Act (POPIA)**.
 - 12.4. R2 Media will not share, sell, or distribute personal information without consent.
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13. Force Majeure

R2 Media will not be held responsible for delays or failure to perform due to causes beyond its control, including but not limited to natural disasters, power outages, strikes, or internet disruptions.

14. Amendments

R2 Media reserves the right to update or amend these Terms and Conditions at any time. The latest version will always be available on our website or upon request.

R2 Media (Pty) Ltd

Small Team. Big Creativity.

[Insert Website] | [Insert Email] | [Insert Phone Number]