

## Terms and Conditions

This document outlines the terms and conditions for use of the Independent Technical Communicators Group (ITCG) website, which is also known as the Quality Independent Communicators website and the Quality Authors website.

The prime purpose of this website is to provide a directory of independent technical communicators (writers, illustrators, editors and so on).

## External Websites

The ITCG accepts no responsibility for the content of external websites.

- Each member of the ITCG has a profile page that contains a link to his or her own website – these external sites contain more information about the member's business and areas of expertise. They are not under the control of the ITCG, and may themselves contain links to various other websites.
- Members of the ITCG are also members of the Institute of Scientific and Technical Communicators (ISTC), and various links exist to the ISTC website to provide information about its professional code of conduct and levels of grade. The ITCG does not have control of the content of the ISTC website.

## Copyright and Intellectual Property Right

Copyright of the content held on the members' profile pages is held by the individual member, unless otherwise stated. The copyright of all content is held by the ITCG unless otherwise stated.

Intellectual property rights for any invention or tool devised by a member and advertised by that member is held by that member unless otherwise explicitly stated.

We are happy for you to review and link to all content but unless permission has been granted in writing you may not redistribute any downloadable articles from this website. Copyright on any articles published on this website remains with the originating author; material must not be reproduced without the owner's prior written permission. Copyright on any third party's material referenced on this website remains with the original owner and must be respected.

If you feel your copyright has been violated, please report this to our [webmaster](#), with proof of prior publishing (e.g. the date and reference of its first appearance) and the action you require us to take (e.g. immediate removal or acknowledgement of the true owner). All reports are taken seriously and will be investigated. If your claim proves valid, the required action will be taken as quickly as possible.

## Responsibilities and Warranties

The information provided on this website has been published in good faith. Individual members are responsible for the accuracy of the information provided on their own profile pages.

Prospective clients must carry out their own checks to ensure that members are capable of performing any tasks required, and must negotiate their own terms with the member. The directory is intended only as an initial point of contact and the ITCG is not responsible for the work of any of its members.

The status of individual members must be checked with that member. Some of our members are sole traders, others operate as limited companies: inclusion on the directory is not an indication of appropriate status.

Inclusion in the directory is limited to members of the ISTC, but is not endorsed by the ISTC. No warranty is given or implied as to the capability of the individual members of the ITCG.

No liability is accepted for financial or other loss resulting from the engagement of a member identified through this website. This website is provided for use free-of-charge to prospective clients, and no liability is accepted for loss arising from its use.

## Modifications

These terms and conditions may be modified from time to time, to comply with changes in legislation or to correct errors or omissions.