

## Policies

You are solely responsible for all information that you submit to Female Builder and any consequences that may result from your post. We reserve the right at our discretion to refuse or delete content that we believe is inappropriate or breaching our Terms of Use. We also reserve the right at our discretion to restrict a user's usage of the site either temporarily or permanently, or to refuse a user's registration.

### **Please take the following policies into account before posting:**

- All Female Builder jobs or posts must be posted by members over 18 years of age.
- All Female Builder traders must be over 18 years of age.
- Malicious, defaming or slanderous posts are not permitted on the site.
- Illegal items or services are not permitted on Female Builder.
- Posts or jobs that contains adult, mature or erotic content are not allowed.
- Personals are not allowed.
- All jobs/posts must be posted in the most appropriate category.
- Each item, job or service should only be posted on the site once. Duplicates and spam posts are not allowed.
- Each post must only contain one job. Multiple jobs must be listed in individual posts.
- Items must not be posted for sale.
- No URL links are permitted.
- Members must enter their contact details in the correct fields within their posts/jobs. Revealing these details in the post/job description, photos or title is not allowed.
- Premium phone numbers are not permitted to be used in the Contact Phone Number field, or in the ad description. They can be used in the Registered Phone Number field.

- Adding fake or invalid phone numbers is not allowed. Including a phone number in your post is optional. If you don't want to include one, leave the field blank.
- Keyword spamming (including many irrelevant words within your post) to manipulate searches is not allowed.
- Female Builder does not allow discrimination of any kind.
- Offensive language, hate speech or extreme profanity are not allowed.
- All items and services must be based in the UK.
- Jobs stating that they will not accept cash are not permitted.
- All jobs/posts must be posted in English.

### **Will My Payments be Refunded?**

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We reserve the right not to refund the Female Builder users for any fees paid through use of our sites, services, applications and tools in the following cases:

- If you breach, in our opinion, these Terms of Use, which include, without limitation, the Posting Rules;
- If your jobs/posts went live with exposure on the Female Builder sites, services, applications or tools, even for a limited time, and that they benefited from the service associated with the paid fee;
- If your jobs/posts are placed into "edit" mode and will go live to site once updated by you;
- If you have removed your jobs/posts yourself;
- If you post duplicate jobs/posts as defined in our rules regarding duplicate jobs/posts;
- If we believe that your jobs/posts are in a significantly wrong category;

Please note that the above list is not exhaustive.

## **Job Post Policies**

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All Jobs posted on Female Builder must follow the policies below:

- All jobs/posts must be for applicants over 18 years of age. Jobs/posts specifically requesting applicants under 18 are not permitted on Female Builder
- Generic postings advertising multiple different positions or employment services in a single job/post are not allowed.
- All job jobs/posts are required to include the salary band and location, as well as providing a detailed position description.
- We do not accept postings which require down payments in any forms, including requiring candidates to send money or stamped, addressed envelopes to gain further details of the positions.
- We do not allow jobs/posts that require a photo in the application.
- All 'work from home' jobs/posts offers must be posted using a business domain while also meeting all other job policy requirements.
- Job offers taking place overseas must be paid in pound sterling and employment contracts must be signed at a local branch. The ads must state a local street address, valid phone number, a website, and as much information about the positions as possible to be compliant.
- We do not allow jobs for adult, erotic, or sexual services of any kind. This includes but is not limited to: adult cleaning/lawn care, webcamming, adult modelling/photography, escort and prostitution.

### Replying to Job Ads

- Replies to jobs/posts for any purpose other than recruitment to a legitimate position are prohibited.
- Replies to ads for personal reasons, or for solicitation of any sexual or otherwise inappropriate purposes are strictly prohibited and may result in a loss of ability to use Female Builder.

It is the responsibility of the advertiser posting an ad on Female Builder to ensure that content advertised adheres to all Female Builder posting policies as well as applicable laws