

## SCHEDULE

### OPEN UNIVERSITY LICENSING SCHEME

#### **SERVICE OF NOTICES**

**11.**—(1) Notices and other communications must be sent by first class post, fax or e-mail whether or not they are required to be in writing. They must be addressed to the recipient at the postal address, fax number or e-mail address specified in the Licence unless the parties have agreed an alternative address.

(2) Notice by post will be deemed served on the third Business Day after it was posted.

(3) Notice by fax or e-mail will only be deemed served if an automatic confirmation of correct sending is received by the sender. Then, if the notice is transmitted before 4 p.m. on a Business Day, it will be deemed served on that day, otherwise it will be deemed served on the next Business Day.