



Fee schedule

Trust and corporate management services

Initial fee Minimum fee £1,000

We charge an initial fee based upon the nature of the work and the time spent to establish the entities, to take control of the assets and to obtain the essential due diligence documentation.

Annual fee Minimum fee £2,000 plus time spent charges

The annual fee comprises a fixed responsibility or retainer charge, plus time spent charges for management and administration. The amount of the responsibility or retainer fee will depend upon the nature of the business and is subject to a minimum charge of £2,000 per year.

Termination or transfer fee Minimum fee £1,000

In the event that the business is terminated or transferred to another service provider, a fee will be charged on a time spent basis subject to a minimum of £1,000.

Time spent charges

Where fees are charged on a time spent basis, the hourly rate applied is determined by the nature and complexity of the work performed. The charge-out rates, which are reviewed annually in January, presently range from £50 per hour, for secretarial and junior administration duties, to over £250 per hour, where specialist or professional training and knowledge is required.

Other charges and expenses

All expenses, third party charges and other disbursements are charged in addition to the Initial, Annual and Termination or transfer fees. Such expenses may include telephone, postage, courier and other communication charges, bank and custody charges, statutory and agent fees, government fees and taxes.

Where it is necessary to attend meetings outside our offices, fees may be charged and calculated on the time spent plus the cost of any travel, accommodation and related expenses.

Special fees may be charged when duties are performed of an unusual or time consuming nature not covered by a specific agreement. The amount of such fees will be commensurate with the time, nature and responsibility of the work performed.

Invoices and payment

Annual responsibility and retainer fees are charged half-yearly in advance, while time spent charges are charged in arrears. Invoices are issued during June and December; however, they may be issued more frequently where substantial time charges or disbursements and expenses have been incurred. Fees paid in advance will not normally be refunded on termination or transfer of the business.

This fee schedule applies to Cogent Limited, its subsidiaries and associated companies.

1 November 2007



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International Financial Services

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