

GENERAL TERMS OF HEUSSEN B.V.

1. Heussen B.V., doing business under the trade names Heussen Advocaten & Notarissen and Heussen Lawyers & Civil Law Notaries (hereinafter referred to as "HEUSSEN"), is a private company with limited liability (*besloten vennootschap met beperkte aansprakelijkheid*) incorporated under the laws of The Netherlands with registered office in Amsterdam, its object being to conduct a practice of law (*advocatuur*) and a civil-law notarial practice (*notariaat*). A list of persons who hold shares in HEUSSEN through their respective professional service companies and who, in accordance with international practice, are also referred to as "partners", will be provided upon request. HEUSSEN is registered with the trade register of the Chamber of Commerce under number 34222303.
2. These General Terms are applicable to all work performed or to be performed by or on behalf of HEUSSEN and to all legal relationships (*rechtsbetrekkingen*) of HEUSSEN with third parties in connection therewith.
3. These General Terms have also been made and stipulated for and in favor of the partners, as referred to above, and all persons, whether or not employed by HEUSSEN, engaged by HEUSSEN in relation to the carrying out of any instruction and all persons for whose acts or omissions HEUSSEN might be held liable.
4. All assignments (*opdrachten*) are exclusively accepted and carried out by HEUSSEN, even where the expressed or implied intention is for such assignments to be carried out by a specific person. The applicability of Sections 7:404 and 7:407 (2) of the Civil Code (*Burgerlijk Wetboek*) is expressly excluded.
5. If third parties are to be involved in connection with work commissioned to HEUSSEN, HEUSSEN shall exercise due care in selecting such third party and shall, if and to the extent possible, consult with the client in advance. HEUSSEN shall not be liable for any failure or default by any such third party in the performance of its services. HEUSSEN has the right to accept, on behalf of the client, any limitation of liability stipulated by any such third party.
6. Terms defined in the General Data Protection Regulation (hereinafter referred to as "GDPR") have the same meaning in this Article 6 as in the GDPR. The client indemnifies HEUSSEN and persons affiliated with HEUSSEN against any claims from third parties and any other damages that HEUSSEN or a person affiliated with HEUSSEN suffers in connection with an assumed unlawful processing of personal data within the framework of an assignment, insofar as HEUSSEN has received this personal data from the client or upon the instructions of the client. Within the applicable period the client shall provide the data subject with the information regarding the processing of personal data within the framework of the assignment as required by the GDPR. HEUSSEN shall be the point of contact for data subjects who exercise their rights vis-à-vis HEUSSEN on the basis of the GDPR. Each of the parties shall inform the other without unreasonable delay as soon as it becomes aware of an infringement in connection with personal data which is processed within the framework of the assignment. The client and HEUSSEN shall consult with each other prior to any notification of this to regulatory bodies and data subjects. Each of the parties shall inform the other in a timely manner after it has become aware of an investigation by a regulatory body in connection with personal data processed in the framework of the assignment.
7. Pursuant to current legislation and regulations, HEUSSEN is in principle obliged to verify the client's identity and the identity of certain persons associated with the client and under certain circumstances to report unusual transactions to the competent authorities without informing the client. HEUSSEN may also be obliged to report certain cross-border arrangements to the competent authorities.
8. Any and all liability of HEUSSEN in respect of any work performed or to be performed by or on behalf of HEUSSEN or otherwise relating to an assignment given to HEUSSEN, shall be limited to the amount paid out to HEUSSEN in that particular case under the professional liability insurance taken out by HEUSSEN, increased by the amount of the deductible (*eigen risico*) applicable under the terms of such insurance. If the liability for damages is caused by any event not covered by such insurance, HEUSSEN's total liability per event shall be limited to EUR 100,000 or, if the fee charged by HEUSSEN for the relevant engagement is higher, to the amount equal to such fee up to a maximum of EUR 200,000. In any event, a claim will lapse if HEUSSEN has not received written notice thereof within one year after the discovery of an event or circumstance that gives or may give rise to a claim. The professional liability of any lawyer, civil law notary, deputy civil law notary or any other person or legal entity in any other way affiliated or connected with HEUSSEN is excluded.
9. Except in the event of willful misconduct or gross negligence on the part of HEUSSEN, the client shall indemnify HEUSSEN and hold HEUSSEN harmless from and against all claims, demands and actions at any time made or brought by any third party against HEUSSEN and which directly or indirectly result from or relate to the work or services performed or to be performed by HEUSSEN for the client or otherwise relate to the assignment given by the client to HEUSSEN, including without limitation any damages, costs and expenses incurred by HEUSSEN in connection with any such claim, demand or action. A third party shall include the client and every officer, director, shareholder or group company of the client as well as any other person or entity in any other way affiliated or connected with or related to the client.
10. The client agrees that, notwithstanding HEUSSEN's statutory obligation not to disclose or divulge any confidential information concerning the client, HEUSSEN may share information concerning the client and the assignment for which HEUSSEN has been engaged by the client with courts, attorneys or other authorities or persons when this is reasonably necessary for or conducive to the defense of a claim from the client against HEUSSEN whether or not in legal proceedings instituted against HEUSSEN.
11. HEUSSEN has a complaints regulation. A copy will be provided immediately upon request (info@heussen-law.nl). In addition, the Complaints and Disputes Regulation for the Legal Profession (*Klachten- en geschillenregeling Advocatuur*) and the Complaints and Disputes Regulation for the Notarial Profession (*Klachten- en geschillenregeling Notariaat*) (www.degeschillencommissie.nl) shall apply to our services.
12. Unless otherwise agreed, the client shall pay to HEUSSEN a fee which is calculated on the basis of the number of hours worked multiplied by the applicable hourly rates, as such rates will be determined by HEUSSEN from time to time. In addition to the fee, the client shall pay to HEUSSEN the out-of-pocket expenses paid by HEUSSEN on behalf of the client and a compensation for regular office costs (such as regular postage, telephone, telefax, photocopying) fixed at a percentage of the fee to be determined by HEUSSEN. All amounts due shall be increased by VAT due at the rate prevailing from time to time.
13. The invoices of HEUSSEN shall be paid within fourteen (14) days from the invoice date. If an invoice is not paid within this period, HEUSSEN has the right to charge, without further notice of default, interest on the unpaid amount at the statutory rate from the fifteenth (15th) day following the invoice date.
14. HEUSSEN will retain each file for a period of at least 7 years from the day on which the relevant file was closed or the day on which the last communication with the client in connection with the relevant assignment has taken place. After this 7 year period has elapsed, HEUSSEN may destroy the file and all its contents.
15. The legal relationship between HEUSSEN and the client or other third party shall be governed by, and shall be construed in accordance with, Dutch law.
16. All disputes arising from or in connection with (i) the work performed by or on behalf of HEUSSEN or commissioned to HEUSSEN and/or (ii) the legal relation of HEUSSEN with the client or other third party, shall be submitted to the exclusive jurisdiction of, and shall be exclusively decided by, the competent court in Amsterdam, without prejudice to the right of appeal and appeal to the Supreme Court.
17. These General Terms have been drawn up in the Dutch language and in the English language. The General Terms drawn up in the Dutch language shall at all times prevail over the General Terms drawn up in the English language.