

# ODIN

## FIDUCIARIES

### Company Fee Schedule

#### Part 1 - Standard Charges

##### Day to Day Administration

- 1.1 Work undertaken in the administration of a company is charged on an hourly rate basis with a minimum time period charge of 15 minutes on each and every occasion any work is undertaken.
- 1.2 Charge-out rates are generally between £60 and £345 per hour depending upon the qualifications and the experience of the personnel involved and the type and urgency of the work in question. In certain circumstances higher charge out rates may be applicable but such higher rates would be agreed in advance of undertaking any applicable work. Charge-out rates may be varied from time to time.
- 1.3 Any expenses incurred including, but without limitation, any professional fees or expenses in respect of any matters relating to a company's affairs or to our responsibility or those of any of the directors, officers or shareholders will be recharged at cost as will any government filing fees, registration fees and duties.

##### Corporate Annual Responsibility Fees

- 2.1 The current annual responsibility fees in relation to companies incorporated or having a place of business in the Isle of Man are as follows:

Appointment/Service	Annual Fee
Director; for a company incorporated under the Companies Acts 1931 to 2004 (per director; minimum of two required)	£675
Director; for a company incorporated under the Companies Act 2006 (minimum of one required)	£1,350
Company Secretary	£450
Registered Agent (for a Companies Act 2006 company)	£1,150
Registered Office/Legal Address	£340
Nominee Shareholder	£500

Other Services	Fee
Incorporation of standard Isle of Man company having an authorised Share Capital of £2,000	£700
* Preparation of Annual Return for an Isle of Man company	£170
** Dissolution of an Isle of Man company pursuant to s273A Companies Acts 1931 to 2004	£1,175

\* The fee quoted is on the basis that the client signs and provides any information necessary for the Annual Return the first time of asking.

\*\* The fee quoted is on the basis that all the company's statutory records are up to date and no documentation needs to be prepared and filed at the Registry other than the standard dissolution documents.

### Annual Responsibility Fees

- 3.1 The annual responsibility fees may be varied dependent upon the responsibility involved and are payable annually in advance on presentation of invoice and are in addition to any fees and expenses payable pursuant to paragraphs 1.1, 1.2 and 1.3 above. No part of the annual responsibility fee is repayable in the event that services are terminated early for any reason
- 3.2 The annual responsibility fees above may be varied dependent upon the responsibility involved and are subject to the proviso that the overall annual responsibility fee in respect of the provision of one or more of the above shall not be less than £1,400.

### Other Services

- 4.1 In addition to the annual responsibility fees and day to day administration fees, each company under administration will be subject to the following services:

Service	Fee
New Client take-on fee The fee indicated is the minimum cost for onboarding a client company.	From £1,600
FATCA and CRS compliance fee This is the disbursement fee for the submission of a FATCA or CRS report to the Isle of Man Government. Time undertaking the preparation of the report is charged separately	£110
Annual Compliance Review	charged on a time basis

### Accountancy Fees

- 5.1 Annual financial statements or accounts will be prepared for each company under administration, the fees for which will be charged on a time basis subject to a minimum fee of £550.

### Termination Fees

- 6.1 When services are terminated on the closure of a company or the transfer of administration to another licensed Corporate Service Provider the following fees will apply:

Service	Fee
Scanning of documents for electronic storage	£44 per hour subject to minimum fee of £165
<i>Storage of a company's records:</i>	
Records stored electronically	£44 per annum
Records stored physically	£44 per annum
<i>Retrieval of files or documents from:</i>	
Electronic archiving	£10 per document or file
Physical archiving	£44 per document or file
Transfer of a company to another licensed service provider or transfer of the management and control of a company to any other person	minimum of £725 plus £44 per hour to copy and/or scan files and documents

**General**

10.1 The fees and expenses referred to in paragraphs 1. to 6. above are subject to VAT, if applicable, and are expressed in Pounds Sterling.

10.2 All fees and expenses are payable upon presentation of an invoice.

10.3 The right is reserved to levy interest on any overdue invoice at a rate of 2% per month.