

# ODIN

## FIDUCIARIES

### Foundation Fee Schedule

#### Part 1 - Standard Charges

##### Day to Day Administration

- 1.1 Work undertaken in the administration of a Foundation 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 £66 and £400 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 or a trust'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.

##### Foundation Annual Responsibility Fees

- 2.1 The current annual responsibility fees for acting as a registered agent of a foundation are as follows:

<b>Appointment</b>	<b>Annual Fee</b>
Registered Agent	£2,300
Foundation Legal Office	£400
Provision of any council member	£800

##### 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 £1,750.

### Other Services

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

<b>Service</b>	<b>Fee</b>
New Client take-on fee The fee indicated is the minimum cost for onboarding a client company.	From £1,800
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	£200
Annual Compliance Review	charged on a time basis

### Accountancy Fees

5.1 Annual financial statements or accounts will be prepared for each foundation under administration, the fees for which will be charged on a time basis subject to a minimum fee of £750.

### Termination Fees

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

<b>Service</b>	<b>Fee</b>
Scanning of documents for electronic storage	£66 per hour subject to minimum fee of £198
<i>Storage of a company's or trust's records:</i>	
Records stored electronically	£66 per annum
Records stored physically	£66 per annum
<i>Retrieval of files or documents from:</i>	
Electronic archiving	£10 per document or file
Physical archiving	£66 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 £1,000 plus £66 per hour to copy and/or scan files and documents
Transfer of a trust to new trustees	minimum of £1,000 plus £66 per hour to copy and/or scan files and documents

### General

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

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

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