

TERMS & CONDITIONS

Effective as of March 1, 2024

These terms and conditions, including information on liability, limitations of liability, and data protection policy, apply to all tasks undertaken by Elverdam Law Firm (CVR no. 29844003).

Elverdam Law Firm provides legal advice, the scope of which is defined in consultation with the client at the beginning of the task, with adjustments as needed during the handling of the task. Our advice is tailored and designed for the specific task and may not be used for other purposes without our express approval. We are solely responsible to the client for our advice. We only advise on Danish law.

FEES AND PRICE INFORMATION

Our fees are calculated based on various factors, primarily including time spent, the experience and expertise of the involved staff, the complexity of the task, its significance for the client, the values involved, the responsibility associated with solving the task, time constraints in handling the matter, and the achieved result.

When the client entrusts us with the task, we confirm the scope and content of the task as well as the terms for calculating the fee, including hourly rates or the agreed-upon price. All hourly rates are adjusted annually.

It is often not possible to determine the fee at the beginning of the task. We are happy to estimate the expected fee and other costs when the task is jointly defined, upon request. We inform the client if, during the handling of the task, it appears that the fee is expected to deviate significantly from the estimate.

In cases decided by courts, arbitration tribunals, or administrative authorities/agencies, our fee will, at a minimum, be the costs awarded to the client, but experience shows that the fee will usually exceed the awarded costs.

Price information for business customers is stated exclusive of VAT, while price information for private individuals (consumers) is stated inclusive of VAT. All hourly rates are adjusted annually. We have fixed prices for a range of services with uniform content, which are provided upon request.

All stated prices exclude court fees, registration fees, and other expenses payable to the state.

For the handling of legal cases, it may be possible, depending on the circumstances, to obtain public or insurance-covered legal aid. Elverdam Law Firm has chosen not to handle legal aid cases.

In cases of prolonged duration, we typically bill the case every month or at the latest every quarter. This is to enable the client to keep track of the costs in the case and to ensure that our expectations for the case and its costs always align.

PAYMENT TERMS AND TRUSTED FUNDS

Invoices are issued with terms for payment net cash. Payment is made to the client account at Danske Bank (Registration number 4343, account number 6240 000 235).

All entrusted funds from our clients are deposited into client accounts with our banking partners. These are managed in accordance with the legislation and the rules of the Danish Bar and Law Society for client accounts (Klientkontovedtægten). Accrued interest is credited to clients in accordance with the rules of the Danish Bar and Law Society, and any negative interest charged to us by the bank is borne by the client.

Balances on client accounts are protected by the same rules as balances on private accounts, with a depositor and investor guarantee of up to EUR 100,000 in the event that a financial institution becomes distressed. The coverage amount is calculated for each depositor per financial institution, and the depositor's other balances in the same financial institution are included in the calculation. Elverdham Law Firm is not liable for any potential loss of client funds resulting from the distress of a utilized financial institution.

EXPENSES & TRANSPORTATION, ETC.

In the case of expenses incurred for the resolution of a task, these will be billed separately at cost. Expenses may include, among other things, costs for obtaining accounts and company reports, land register certificates, postage, etc. If the requisition of experts, valuers, or expert appraisers is necessary, the requisition is made directly from the client, who is responsible for payment of their fees. In certain cases, experts may require the deposit of an estimated fee into our client account. Half-hourly rates are charged for travel time. Agreed-upon costs for transportation, meals, accommodation, etc. are invoiced at cost without additional charges.

DEPOSIT & CREDIT ASSESSMENT

As security for our fee, a deposit is typically requested at the beginning of a case. For first-time clients, a deposit is always required. The same applies to clients without a business establishment in Denmark. We conduct a credit assessment before establishing a new client relationship.

COMMUNICATION

Our primary mode of communication is via email. Attorneys often work outside the office, making it challenging to reach them by phone. Therefore, our administrative staff is always available for specific questions or inquiries about the status. Collaborating with our secretaries makes the work more efficient and cost-effective for our clients.

IDENTITY INFORMATION & DATA PROTECTION

We are obligated to collect, store, and update identity information about our clients. We collect, store, and process personal data in accordance with applicable legislation. The client is required to disclose if they are a politically exposed person (PEP), so that we can adhere to the special rules regarding personal data and anti-money laundering.

We are subject to national laws governing preventive measures against money laundering and terrorist financing. If a case or task falls under the provisions of the law, we are obliged to investigate transactions if there is suspicion that they are connected to money laundering or terrorist financing. In this regard, we may also be obligated to notify the Special Crime Unit or the Danish Bar Association. We are not allowed to inform the client whether such notification has taken place.

The processing of personal data about clients, counterparties, and others is described in our Privacy Policy below.

ATTORNEY LIABILITY

Our attorneys are appointed by the Ministry of Justice in Denmark. We are members of the Danish Bar and Law Society and have provided a guarantee according to the rules set by the society. Our attorneys are subject to the supervision and disciplinary system of the Danish Bar and Law Society, as well as the rules of good legal practice, pursuant to Section 126 of the Administration of Justice Act and the ethical rules for attorneys (see more at www.advokatsamfundet.dk). Any complaints about attorneys are handled by the Disciplinary Board, Kronprinsessegade 28, 1306 Copenhagen K. The rules regarding the complaint procedure are available on the Danish Bar and Law Society's website (www.advokatsamfundet.dk/Advokatnaevnet.aspx).

We have professional liability insurance covering all our legal activities, regardless of where they are practiced. The insurance is with HDI Global Specialty SE, Denmark (Danish branch of HDI Global Specialty SE, Germany), Indiakaj 6, 1st floor, 2100 Copenhagen Ø (CVR no. 41268638). The maximum coverage of the insurance is DKK 8,000,000 per claim and per attorney per year. For directors' liability, the maximum coverage is DKK 3,500,000. We offer to arrange specific extended insurance coverage at the client's expense if the client wishes.

LIABILITY AND LIMITATION OF LIABILITY

Our liability for legal services is always limited to DKK 8,000,000, but in any case, it cannot exceed an amount equivalent to 10 times the fee invoiced and paid for the specific case or task (excluding VAT). Regarding board work, our liability is limited to DKK 3,500,000. Any claim for damages related to our advice can only be brought against Elverdam Law Firm A/S and not against individual partners or employees.

Our liability does not cover operational losses, data loss, loss of profit, lost earning potential, loss of goodwill, or any other forms of indirect losses and consequential damages. We assume no responsibility for advice from other advisers, including foreign lawyers, even if such advisers are engaged with our assistance.

We provide advice solely on Danish law. Statements or information from us regarding matters not related to Danish law are for informational purposes only and without liability on our part. In cases involving foreign matters, we recommend that the client engages a lawyer in the relevant country.

OTHER INFORMATION

Contact information for Elverdam Law Firm (CVR no. 29844003):

Elverdam Advokater A/S, Stationspladsen 12, DK-4690 Haslev (registered office)

Elverdam Advokater A/S, Sluseholmen 2, 4th floor, DK-2450 Copenhagen SV

Phone +45 70606060

E-mail: post@elverdam.dk

Contact information for partners and employees and other information can be found at www.elverdam.com.

PRIVACY POLICY

Effective as of March 1, 2024

PROCESSING OF PERSONAL DATA

During case processing, Elverdam Law Firm receives personally identifiable information. Elverdam Law Firm has an internal staff directive and ensures that the processing of personal data is confidential, secure, and in accordance with data protection legislation, including the Data Protection Act and the EU General Data Protection Regulation (GDPR).

CONTACT INFORMATION FOR THE DATA CONTROLLER

Elverdam Advokater A/S (CVR no. 29844003), Stationspladsen 12, 4690 Haslev, Phone +45 70606060 (E-mail post@elverdam.dk) is the data controller for information received and processed in the case processing for clients. If there are any questions regarding the processing of personal data, please contact us at post@elverdam.dk.

PURPOSE OF PROCESSING

The processing of personal data that Elverdam Law Firm receives or obtains is done to fulfill the assignment from a client or to safeguard the legitimate interests of Elverdam Law Firm's clients or to establish, assert, or defend their legal claims.

In cases covered by anti-money laundering legislation, personal data is obtained and processed based on this law. Processing of CPR numbers (Danish personal identification numbers) is done in accordance with the Data Protection Act.

BASIS OF DATA PROCESSING

Elverdam Law Firm processes data based on the assignment given by the client to Elverdam Law Firm. Personal data is only processed to the extent necessary for the resolution of the assignment. In cases related to individuals involved in the case, information about, for example, the following is often processed:

Name	Passport Number	Salary Income
Address	Investments	CVR Registration
CPR Number	Membership in the National Church	Land Register Information
Phone Number	Citizenship	Car Register Information
Email	Advertising Protection Preferences	Life Insurance
Marital Status	Parents	Gender
Children	Place of Birth	Pension Information
Daycare	Tax Information	Conscription Status
Residential Situation	Social Issues	Debt to Public Authorities
Cars	Location Information	Loans from Financial Institutions
Workplace	Criminal Information	Mortgages
Trade Union	Medical Treatment Information	Securities Holdings
A-kasse (Insurance fund)	Timekeeping Records	IP Address

Elverdam Law Firm processes sensitive personal information, such as health-related data, in the course of legal proceedings.

This information may originate from individual clients, counterparties, courts, or other authorities. Elverdam Law Firm ensures that only accurate and up-to-date information is processed continuously.

CASE MANAGEMENT SYSTEMS

Elverdam Law Firm utilizes a cloud-based IT system specifically developed for law firms as its electronic case management system. Personal information is only disclosed for the purpose of using the case management system and in accordance with a data processing agreement. The system is also used for accounting purposes and is secured comprehensively by an external specialist support company in terms of IT security. All materials and communications received by Elverdam Law Firm related to case work are stored in the case management system and, in some cases, also in a physical case file.

We will send emails through secure mail in Outlook, which involves using email encryption in accordance with the recommendations and requirements of the Danish Data Protection Agency as of January 1, 2019.

When sending documents containing personal information via email, they are encrypted/locked to the extent necessary in accordance with the General Data Protection Regulation (GDPR). Access codes for such documents are sent exclusively to the relevant recipient.

STORAGE OF PERSONAL DATA

In the course of fulfilling an assignment, it is necessary, considering the case processing, to transfer information to, for example, authorities, counterparts, or courts. In other instances, we may be obligated to transfer personal data, for example, in accordance with anti-money laundering legislation.

Personal data will not be transferred to countries outside the EU/EEA unless there is a specific agreement with the client. In cases where the transfer of personal data to third parties within the EU/EEA is necessary for the completion of an assignment, Elverdam Law Firm will have entered into data processing agreements in accordance with the General Data Protection Regulation (GDPR).

Personal data is deleted at the earliest possible time after the completion of the assignment. As a law firm, Elverdam Law Firm is subject to specific regulations concerning, among other things, accounting, anti-money laundering, and legal responsibility, which require the firm to retain personal data for a specified period. After the completion of the assignment, the timing for deletion will be determined.

Personal data is not disclosed to third parties for marketing purposes, etc.

THE RIGHTS OF THE DATA SUBJECT

Right of Access: Elverdam Law Firm provides a data subject with access to the personal data we process, unless the information is subject to confidentiality.

Data Portability: The data subject has the right to receive the information provided by the individual to Elverdam Law Firm in a structured, commonly used, and machine-readable format.

Right to Rectification: If inaccurate, objective data about a data subject is processed, the individual has the right to have it corrected.

Right to Erasure (Right to be Forgotten): If personal data is no longer necessary for the purposes for which it was collected; the legal basis for processing the information expires; the data subject's legitimate interest in having the information deleted outweighs the data controller's interest in retaining it; or if the personal data has been processed unlawfully, the data subject has the right to have personal data erased at Elverdam Law Firm.

Right to Object: The data subject has the right to object to the processing of personal data concerning them, including profiling, based on provisions allowing the processing of ordinary personal data if the processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority; or if the processing is necessary for the purposes of the legitimate interests pursued by the data controller or a third party, provided that the interests or fundamental rights and freedoms of the data subject do not override those interests.

Right Not to be Subject to Automated Decisions: A data subject has the right not to be subject to a decision based solely on automated processing, including profiling, which significantly affects them.

Right to Restriction of Processing: The data subject has the right to obtain a restriction of processing from Elverdam Law Firm if one of the following conditions applies;

- a) the accuracy of the personal data is contested by the data subject, during the period in which the data controller verifies whether the personal data is accurate;
- b) the processing is unlawful, and the data subject opposes the erasure of the personal data and instead requests the restriction of its use;
- c) The data controller no longer needs the personal data for the purposes of processing, but they are required by the data subject for the establishment, exercise, or defense of legal claims; or
- d) The data subject has objected to processing pursuant to Article 21(1) pending the verification of whether the legitimate grounds of the data controller override those of the data subject.

More information about the rights of data subjects can be found in the Danish Data Protection Agency's guidance on the rights of data subjects, available at www.datatilsynet.dk.

Complaint to the Danish Data Protection Agency

Elverdam Law Firm's processing of personal data can be complained about to the Danish Data Protection Agency, whose contact information can be found at www.datatilsynet.dk.