

GGN FEE REGULATIONS AND PROVISIONS FOR NON-OFFICIAL LEGAL SERVICES AND ADDITIONAL FEES FOR GGN'S OFFICIAL LEGAL SERVICES

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- 1. Non-official legal services**
 - 1.1 *Description of non-official legal services*

Non-official legal services include activities such as:

 - a. Debt collection;
 - b. Consultancy services;
 - c. Legal assistance;
 - d. Conducting legal proceedings;
 - e. Serving summons;
 - f. Acting as representative at hearings;
 - g. Filing and processing applications, appearing in court, as well as all related activities;
 - h. Handling warrants of execution submitted by litigants or their representatives for enforcement, including collection of ensuing executor fees.
 - 1.2 *'The clients'*
 - 1.2.1 The activities are performed by GGN and its associated bailiffs respectively, at the request and/or on the instruction of:
 - a. Agents, i.e.
 - I Bailiffs;
 - II Lawyers;
 - III Members of the Netherlands Association of Debt Collection Agencies (NVI) or the Netherlands Association of Legal Advisers (NVRA)
 - b. Advisers, i.e.
 - I Clients who are: legal advisers and/or proprietors of a debt collection agency that do not fall into the aforementioned category.
 - c. Other clients, i.e.:
 - I Clients who do not fall into the above categories.
 - 1.2.2 The board of GGN reserves the right to also apply fees used for any category of clients to persons other than those listed in that category or to amend these fees.
 - 1.3 *Basic fee - Administration charges*
 - 1.3.1 For all cases for which GGN opens a file and registers case details in its administration, a basic fee of € 33.50 will be charged.
 - 1.3.2 Other fees:
 - a. Retrieving information from the Persons Database (BRP) € 1.60
 - b. Retrieving standard trade register registration details € 4.79
 - c. Retrieving information from the Land Registry € 4.40
 - d. Basic debt recovery information (private persons) € 53.65
 - e. Basic debt recovery information (companies) € 166.00
 - f. Retrieving vehicle registration details from the National Vehicle and Driving Licence Registration Authority € 1.38
 - g. Retrieving information on source of income (Employee Insurance Agency policy) € 1.58
 - h. Retrieving information on source of income (electronic request for information) € 2.08
 - i. Sending the 14-day letter as required under the Extrajudicial Collections Costs Decree € 5
 - j. Consultation of the Central Digital Register of Attachment and Collection Measures € 1.42

re a) applies also to BRP, Social Insurance Bank (SVB), IB, and Employee Insurance Agency (UWV). Wherever possible and permitted, these costs will be recovered from the debtor.
 - 1.3.3 Interest on extrajudicial collection costs, as well as on assessed legal costs, accrues to GGN.
 - 1.4 *Hearing representative fees.*

Payable to GGN for activities cited in Article 1.1 under e) and f):

 - 1.4.1 In undefended cases or in the event of settlement prior to the first hearing date, the fee charged amounts to half the hearing representative's awarded or usual fee, with a minimum of € 6.70 per appearance at hearing and a maximum of € 66.80.
 - 1.4.2 In defended cases, the fee charged amounts to a third of the hearing representative's fee, with a minimum of € 6.75 per appearance at hearing and a maximum of € 200.35, plus a possible hourly surcharge of € 80.25 for work performed in terms of:
 - I Preparing and attending appearances by parties;
 - II Witness examination;
 - III On-site inspection;
 - IV Verbal explanation;
 - V Factual examination.
 - 1.4.3 In case of settlement during the proceedings, one third of the usual hearing representative's fee payable based on the court-approved scale of costs will be charged, calculated based on the originally claimed principal sum, while Article 1.4.2 will apply in all other cases.
 - 1.5 *Settlement costs for agents*
 - 1.5.1 Settlement costs are: the fees GGN charges agents for its work in settling cases, after a summons has been issued, a petition has been submitted, or an enforcement order has been delivered for settlement.
 - 1.5.2 The basis for calculation of settlement costs is the total of amounts received less the fees due to GGN, regardless of to whom the payment was made.
 - 1.5.3 Settlement costs amount to 5% with a minimum of € 46.80 and are capped at € 668.05.
 - 1.5.4 Settlement costs will also be payable on payments made to GGN during or immediately following precautionary measures taken by GGN.
 - 1.5.5 In the event that application of the fees referred to in Articles 1.4 and 1.5 results in a charge that is below € 33.50 plus disbursements incurred, only the basic fee of € 33.50 referred to in Article 1.3.1 will be charged. If the application of the fees referred to in Articles 1.4 and 1.5 results in a charge of € 33.50 or higher, the basic fee will not be charged.
 - 1.6 *Settlement costs for advisers*
 - 1.6.1 For work performed by advisers, provided they prepare and handle the case themselves, GGN charges 10% of the amount collected, plus half and one

third of the awarded hearing representative fee respectively, such with due observance of the 'hearing representative' provisions in Article 1.4.

1.6.2 The basis for calculation of the collected amount is the total of the principal sums and interest paid by the debtor, regardless of to whom the payment was made.

1.7 Fees for other clients

1.7.1 Collection activities are those activities that are intended to secure payment on alleged claims or the activities that are intended to secure payment and consisting in the execution of enforcement orders;

1.7.2 GGN charges the client the following fees for collection activities:

- I The rate of 15% of the collected amount or the fee in accordance with the Preliminary Work.
- II Report of the Netherlands Association for the Judiciary, or the fee according to the Extrajudicial Collection Costs Decree, plus any disbursements, where GGN will endeavour to recover these from the debtor as much as possible.
- III In all cases where a claim results irrecoverable, the client will be liable to reimburse GGN for disbursements incurred and pay a fee for work performed, as per the fees specified in these regulations.
- IV For legal assistance and/or collection activities that do not fall within the scope of ordinary collection activities (such as extensive advisory or investigative activities), the client will be liable to reimburse GGN for disbursements incurred, as well as to pay for these activities based on an hourly fee of € 113.60 for cases involving an amount in controversy of up to € 5,000 and € 147 for those involving an amount in controversy of over € 5,000.

2. Fees for official acts

2.1 Description of official legal services

2.1.1 Official legal services encompass activities as described in Section 2 of the Dutch Bailiffs Act of 26 January 2001, which entered into effect on 15 July 2001.

2.1.2 For the performance of official acts, GGN will charge its clients the fees as specified in the Dutch Bailiffs' Fees Decree (hereinafter referred to as: Btag).

2.2 Additional official legal acts

2.2.1 In addition to Article 1.3, GGN charges the following fees for the activities listed below, which are not specified in the Btag, and the costs of which can never be recovered from the debtor:

- Serving a writ constituting a final demand for payment/interruption of the time limit € 86.95
- Serving a rectification writ € 86.95
- Filing a protest of a bill € 166.05
- Serving a writ calling witnesses to appear in court € 86.95
- Serving a writ of opposition to a bankruptcy order € 86.95
- Serving a writ of summons to attend an on-site inspection € 86.95
- Completing forms as the sending party € 24.80
- Compiling an inspection report, hourly fee of € 133.55

2.2.2 For an order to perform an official act in instituting or executing proceedings that is subsequently revoked at the client's request, or an official act that is cancelled at the client's request during execution, an hourly fee of € 120.25, plus disbursements, will be charged.

2.2.3 For an official act in instituting or executing proceedings that cannot be completed due to circumstances ensuing from the fact that the client provided GGN with incorrect or outdated information, a fee equalling 50% of the fee specified in Btag will be charged.

2.2.4 If the official act, or the preparation or follow-up, exceeds the time span specified in Btag, the client will be liable to pay a surcharge on top of the debtor's fee to the amount of € 30.05 for every 15 minutes or portion thereof for the attaching bailiff, and a surcharge of € 20.10 for every 15 minutes or portion thereof for staff engaged for that purpose.

2.2.5 For official acts that are to be performed outside normal working hours (Monday through Friday, from 7am to 8pm) and at the weekend, a fee of twice the usual fee will be charged. In case of urgency, i.e. when an activity has to be performed within 24 hours, the payable fee will be tripled.

2.2.6 In case the client requires (an) official act(s) to be performed immediately, without this urgency being prompted by statutory or court-ordered expiry periods, the fee charged will be double the normal fee.

2.2.7 A fee of € 7.80 will be charged for every 50 pages copied or printed, provided the print or copy job exceeds 100 pages.

3. General

3.1 Value-added tax

3.1 All amounts/fees specified in these regulations are exclusive of payable value-added tax.

3.2 Indexation

3.2. All amounts and fees listed in these regulations are amended annually, effective 1 January. Any percentages specified in these regulations are not subject to indexation, as only explicitly specified amounts/fees are indexed annually.